



# Ford County Soil and Water Conservation District

1380 W. OTTAWA, PAXTON, IL 60957 Phone (217) 379-2372

## MINUTES OF BOARD MEETING February 4th, 2016

### I. CALL TO ORDER

The monthly board meeting of the Ford County Soil and Water Conservation District was held at the USDA Building, Paxton, IL and was called to order by Hawthorne at 2:10 p.m. Members present were: Kenneth Hawthorne, Adam Thorndyke, Fred Carlson and Todd Lee. District employees: Tina Bachman and Catie Loomis; NRCS employees: none

### II. REPORT OF COOPERATING AGENCIES

NRCS: Catie got the Contribution Agreement signed by the chairman Kenneth Hawthorne.  
FSA-none

### III. APPROVE MINUTES

The Board reviewed the minutes from the January 2016 Board meeting. It was moved by Carlson and seconded by Lee to approve the January 2016 minutes. Motion carried with four directors present at 2:15 p.m.

### IV. APPROVE TREASURER'S REPORT

The Treasurer's report was given with the following balances as of January 31, 2016

Capital Reserve \$70,000.00  
Paxton First National Bank checking \$36,651.54  
IL Funds Operation account \$00.00  
IL Funds Program account \$00.00  
Petty Cash \$ 51.23  
LUC6 First National Bank Checking: \$274.05  
Total of \$ 106,702.77

- It was moved by Thorndyke and Seconded by Carlson to approve the treasurer's report from 1/01/16 to 1/31/16, as presented by AC, Tina Bachman. Motion carried with three directors present at 2:19 p.m.

#### A. Approve Bills

The following were approved for payment from First National Bank:

- ⊙ 1/4/16 Verizon (internet) \$40.01
- ⊙ 1/4/16 CMRS (quarterly postage) \$47.24
- ⊙ 1/6/16 AISWCD (quarterly liability) \$365.30
- ⊙ 1/6/16 AISWCD (Catie Health ins January) \$834.00
- ⊙ 1/6/16 AISWCD (Catie disability ins Jan-March) \$48.95
- ⊙ 1/14/16 Tina Bachman (payroll) \$363.17
- ⊙ 1/14/16 Catherine Loomis (payroll) \$1075.69
- ⊙ 1/19/16 First National Bank (transfer to a CD) \$70,000.00
- ⊙ 1/21/16 Treasurer State of Il. (electronics unspend money) \$720.73
- ⊙ /25/16 Verizon (internet) \$40.01
- ⊙ 1/29/16 Tina Bachman (payroll) \$515.24
- ⊙ 1/29/16 Catherine Loomis (payroll) \$1075.69
- ⊙ 1/25/16 First National Bank (liabilities) \$841.00
- ⊙ 1/25/16 Il Dept of Revenue (liabilities) \$139.70

Lee moved to disburse payment from the First National Bank checking account as presented and Thorndyke seconded it; motion carried with four directors present at 2:21 p.m.

#### B. Approve Staff Time Sheets

Carlson moved to approve the timesheet of AC: Tina Bachman and RC: Catie Loomis. Thorndyke seconded the motion and it carried at 2:25 p.m. with four directors present.

All programs and services of the Ford County Soil and Water Conservation District are offered on a nondiscriminatory basis without regard to race, color, national origin, religion, gender, sexual orientation, age, marital status or handicap

## V. OLD BUSINESS- UPDATES

**A. Tree & Fish Sale-**discussed newsletter for the spring sale. The board discussed doing one letter for the spring sale. Let our customers know that when they pick up trees and fish. We will have a sign up for people interested in the fall sale. We will notify them by email if we have enough interest in the fall sales. Carlson moved to approve the one newsletter and Thorndyke seconded. They all unanimously agreed. There were four directors present and it passed at 2:31 p.m.

**B. Affiliates-**Let our affiliates know that we have decided to go to one newsletter with keeping the price the same for the donation. We will put their business on our website, the newsletter, at of our events as well as in the office. Lee made a motion with Carlson seconded the motion. They all unanimously agreed. There were four directors present and it passed at 2:39 p.m.

## VI. GRANTS AND FUNDING UPDATES

### A. PFC: FY 2014-2015-

**B. Electronic Recycling-**Catie has to turn in a report on things that were purchased. We have to return and unused money for the grant. Total is \$720.73

## VII. NEW BUSINESS

MRBI-Catie is making phone calls to get appointments with the producers that are in the MRBI.

**A. Pheasants Forever sponsor-**Will give a donation for the banquet. They all unanimously agreed at 3:00 p.m.

## VIII. DISTRICT EMPLOYEE REPORTS JANUARY

**A. RC's REPORT -**

**B. AC's REPORT -**

## IX. COMMITTEE REPORTS – none

## X. CORRESPONDENCE/MISCELLANEOUS –

## XI. PLAN NEXT MEETING – March 8th at 7:00 p.m.

**XII. ADJOURN-** motion made to adjourn by Lee and seconded by Thorndyke with 4 directors present at 4:50 p.m.

