



## Ford County Soil and Water Conservation District

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

### MINUTES OF BOARD MEETING

July 9th, 2015

#### 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 7:07 p.m. Members present were: Fred Carlson and Todd Lee. District employees: Tina Bachman and Catie Loomis; NRCS employees: none; Guest: none

#### II. REPORT OF COOPERATING AGENCIES

NRCS: Jason Bleich called Kenneth Hawthorne to move to have board meetings in the mornings by phone. Discussion will be by phone with Jason at next meeting.

FSA-None

#### III. APPROVE MINUTES

The Board reviewed the minutes from the May 2015 Board meeting. It was moved by Carlson and seconded by Lee to approve the May minutes. Motion carried with three directors present at 7:27 p.m.

#### IV. APPROVE TREASURER'S REPORT

The Treasurer's report was given with the following balances as of June 30, 2015:

Capital Reserve \$35,667.73  
 Paxton First National Bank checking \$11,674.70  
 IL Funds Operation account \$75,890.67  
 IL Funds Program account \$14,664.06  
 Petty Cash \$ 50.00  
 Total of \$ 137,947.16

It was moved by Lee and Seconded by Carlson to approve the treasurer's report from 05/01/15 to 06/30/15, as presented by AC, Tina Bachman. Motion carried with three directors present at 7:41 p.m.

#### A. Approve Bills

The following were approved for payment from the First National Bank:

- ⊙ 05/01/15 First National Bank \$18.00
- ⊙ 05/06/15 Il Dept of Revenue \$177.00
- ⊙ 05/06/15 First National Bank \$1198.16
- ⊙ 05/08/15 Pheasants Forever \$1687.50 PF seed order
- ⊙ 05/08/15 AISWCD \$169.95 discount on Quick books
- ⊙ 05/11/15 USPS \$3.79
- ⊙ 05/11/15 Verizon Wireless \$40.03
- ⊙ 05/18/15 Elwin Tree Farm \$366.00 trees
- ⊙ 05/18/15 Com2 \$500.00
- ⊙ 05/18/15 Super 8 \$233.55
- ⊙ 05/21/15 Dairy Queen \$10.00 poster contest winner
- ⊙ 05/28/15 Ashley Warren \$510.06 Exp Rpt 03/06 to 05/26
- ⊙ 06/04/15 Tina Bachman \$525.25 payroll 05/15 to 05/28
- ⊙ 06/04/15 Il Dept of Revenue \$204.88
- ⊙ 06/04/15 First National Bank \$1423.92
- ⊙ 06/05/15 Verizon \$40.03 internet
- ⊙ 06/08/15 Ford County Fair \$75.00 booth
- ⊙ 06/10/15 Staples \$41.46 prairie walk expense
- ⊙ 06/10/15 Staples \$130.68 prairie walk expense

- ⊙ 06/10/15 Dewitt SWCD \$348.42 Envirothon 2 teams
- ⊙ 06/10/15 Kankakee SWCD \$79.95 Prairie plants
- ⊙ 06/10/15 AISWCD \$130.00 Summer Conference
- ⊙ 06/18/15 Tina Bachman \$318.14 payroll 06/01/ to 06/11
- ⊙ 06/18/15 Catherine Loomis \$976.62 payroll 06/01 to 06/11
- ⊙ 06/19/15 Illinois Central School Bus \$585.00 Prairie walk
- ⊙ 06/19/15 Sandy Thomas \$720.00 food for cover crop expo

Carlson moved to disburse payment from the First National Bank checking account as presented and Lee seconded it; motion carried with three directors present at 7:48 p.m.

## **B. Approve Staff Time Sheets**

Lee moved to approve the timesheet of AC: Tina Bachman and RC: Catie Loomis and Ashley Warren . Carlson seconded the motion and it carried at 7:57 p.m. with three directors present.

## **V. OLD BUSINESS- UPDATES**

- A. Prairie Walk- Event was a success even though rain. Had around 40 participants
- B. Cover Crop Expo- was held on 06/18/15. Nice crowd despite weather. Around 40 participants

## **VI. GRANTS AND FUNDING UPDATES**

- A. **PFC: FY 2014-2015-** No changes or updates.
- B. **E-Recycling Grant-** our total left to spend by Dec. 2015 is \$997.48
- C. **CPO's –none**

## **VII. NEW BUSINESS**

- A. 4 people signed up for cover crop share program. What to do with the allocation of money. Need to call Joe about money from other counties have left and how much we have.
- B. Yearly Audit- Check with Russell Leigh about pricing every year versus every 3 years
- C. Changing Payroll-From Friday to Thursday to Saturday to Friday. Carlson motioned Lee seconded it 8:38 p.m.
- D. Check into Business Cards for Catie/for SWCD
- E. RCPP Agreement- 3 years sign up on a new field. Sign up by July 17, 2015

## **VIII. DISTRICT EMPLOYEE REPORTS -May/June –**

- A. **RC's REPORT -**
- B. **AC's REPORT -**

Hawthorne moved to accept the district staff reports. Lee seconded the motion and it carried with 3 directors present at 7:57 p.m.

## **IX. COMMITTEE REPORTS – none**

## **X. CORRESPONDENCE/MISCELLANEOUS –**

- A. Get emails for the people that receive an agenda for the board meetings.

## **XI. PLAN NEXT MEETING – August 6th, 2015**

## **XII. ADJOURN-** motion made to adjourn by Lee and seconded by Carlson with 3 directors present at 9:20 p.m.

