



744 La Guardia Street, Building A, Salinas, CA 93905

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DECEMBER 2017– REGULAR MEETING MINUTES—approved 01/18/2018

Regular Board Meeting, Friday, December 15, 2017, 10:30 A.M. – 1:00 P.M.

Directors Present: B. Jefferson, B. Lipe, R. King, L. Ferrasci, B. Plemmons
Directors Absent: E. Gardner, J. Devers
Others Present: P. Robins (RCDMC), E. Boyland (NRCS)
Recorder: P. Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:40 A.M.	<u>Call to Order</u>	<u>B Jefferson</u>

Meeting was called to order once a quorum of Board Members was present.

Approval of Agenda: No changes requested.

Public Comment: none.

<u>Consent Agenda</u>	<u>B Jefferson</u>
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Minutes from the November 14, 2017 Meeting.

Staff Activities Report for November 2017

Director King moved to approve the consent agenda items. Director Plemmons seconded the motion, which was approved by a 5-0 vote.

Reports

Executive Director Report: Robins gave directors a brief powerpoint presentation summarizing his participation in the CDFA 'Climate Smart Ag Mission to Chile' from November 25 – December 3, 2017.

<u>New Business</u>	<u>Directors/ T.Hole</u>
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The *Independent Auditor Report by Moss, Levy & Hartzheim LLP* was moved up in the agenda to accommodate their availability. Via speakerphone, Travis Hole walked Board Members through the final draft of the audit report. MLH noticed only one minor payroll timing question which they would reference in their final letter. Their report gives an 'unmodified opinion' (most positive response) for the RCD's financial statements for the 2016-17 Fiscal Year with no immaterial differences. Board members followed his presentation with questions. Director Lipe moved to accept the report as presented, pending concurrence by the Board Treasurer. Director King seconded the motion, which all five directors present voted to approve.

<u>Old or Standing Business (Review & Approval)</u>	<u>P. Robins / Directors</u>
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Monthly Financial Statements: P. Robins presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending December 15, 2017. The accrual account balance on December 15, 2017 was \$226,567.09 with \$24,353.66 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$590,025 in liabilities, and \$792,238.11 due to the RCD as receivables from various

grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$227,303.57 on November 14, 2017.

Expenses: P. Robins presented the list of detailed expenses to be paid in December including bi-weekly salary through December 10, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of November, totaling \$388,278.21.

Approval for the December financial statements and for November & December expenses from the Chase Bank account was motioned by Director King, seconded by Director Plemmons and passed by a unanimous vote of directors present (5-0).

New Business

Directors/ Robins

Preview of Resolution 2018-01 to approve Workers Comp coverage for RCD Board Members and other volunteers: Directors reviewed the draft resolution for inclusion in the January meeting agenda and made no requests for changes.

Staff proposal for per diem travel reimbursement policy: Robins shared a draft recommendation from staff which he would review and revise in January with the Finance Committee for consideration at the January Board Meeting. Directors suggested no additional questions regarding the policy prior to Finance Committee review.

Reports

NRCS Report: E. Boyland informed the board that the NRCS staff are assisting cooperators with EQIP Fiscal Year 17-18 applications for which there are January 19, April 6 and June 22 batching deadlines. There are 13 applications in for FY 2018 and another 12 under eligibility review. Boyland told the Board that NRCS has removed the \$75,000 cap on Cooperative Agreements such as it currently has with the RCD. She hopes such agreements could enable the RCD to help NRCS meet its workload despite staffing gaps. Engineer Beau Schoch will be leaving NRCS on January 5 in order to dedicate his time to his family's dairy and creamery operation.

Executive Committee Report: Director King noted that she was a participant in a Demonstration Project grant proposal selected for funding from the Healthy Soils Program.

Finance Committee Report: None.

Outreach/Education Committee Report: None.

Strategic Discussion

Directors/ Robins

Board development and recruitment: Directors reviewed the contacts list and assignments from the prior board meeting. Director Lipe agreed to contact Chris Lopez, who has announced his intent to run for the Supervisorial seat to be vacated by Simon Salinas in 2018. E Boyland asked Board members what they considered the RCD's top priorities for outreach and education. Robins noted some of the preliminary investigations he had conducted for providing direction to the RCD, with emphasis on developing a high school-level program given the depth of resources already serving elementary and jr highschool age youth in Monterey County. Director Lipe thought starting with the Salinas HS FFA would be a good place to start, along with King City and San Ardo.

Directors King and Lipe both recommended drawing in an educator to serve as a Board advisor.

Announcements

Directors/ Robins

Robins noted that the RCD Business Planning effort with consultant Kristen Fletcher would begin in January, likely with a dedication session during the January 18 Board Meeting.

12:05 P.M. Meeting Adjourned

R King

Board members concluded the business meeting and welcomed RCD and NRCS to join them for a BBQ lunch

Next Regular RCD meeting:

Date: **THURSDAY, January 18, 2018, 10 A.M.**

Location: **RCDMC Office, Salinas**