



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

(831) 424-1036, ext. 124

**JUNE 2014– REGULAR MEETING MINUTES—approved 7/17/2014**

Regular Board Meeting, Thursday, June 19, 2014, 10:00 A.M. – 12 P.M.

Directors Present: P. Binsacca, M. Duflock, B. Jefferson, R. King, L. Ferrasci  
Directors Absent: J. Devers  
Others Present: P. Robins (RCDMC), R. LaFleur (NRCS)  
Recorder: P. Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:15 A.M.	<u>Call to Order</u>	<u>P. Binsacca</u>
	<u>Comments from the public</u>	
	None.	
	<u>President's and Directors' Comments</u>	<u>Directors</u>
	None.	
	<u>Minutes for May Meeting (Review for Approval)</u>	<u>P. Robins/Directors</u>
	Minutes from the May 22, 2014 Meeting were presented and reviewed. B. Jefferson moved to approve the May 2014 meeting minutes; R. King seconded the motion; A 5-0 vote of directors approved the motion.	
	<u>NRCS Update</u>	<u>R. LaFleur</u>
	R. LaFleur briefly updated the board on Service Center staff activities, including details regarding the office building remodel and reorganization that is planned for early 2015 to accommodate co-location of the NRCS Area Office to the Service Center's current location. The RCD will have three office spaces (one office and two cubicles) available to it in the new arrangement rent-free. Mr. LaFleur also shared pictures of rangeland project sites as examples of recent NRCS work with cooperators in the county.	
	<u>Budget and Finances (Review &amp; Approval)</u>	<u>P. Robins/Directors</u>
	<i>Monthly Financial Statements and Bills:</i> P. Robins presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the periods ending June 20, 2014. The accrual account balance on June 20 was \$155,729.19, with \$25,203.28 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$62,583 in liabilities, and \$193,108.69 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$149,548.11 on May 22, 2014.	
	P. Robins presented the list of detailed expenses to be paid in June including bi-weekly salary through June 15, one-time and recurring miscellaneous expenses and reimbursement for expenses incurred during the month of June. Approval for the June financial statements and for June expenses from the Chase Bank account was motioned by R. King, seconded by M. Duflock and passed by a 5-0 vote.	
	P. Binsacca suggested that the RCD move \$2,000 from the County Treasurer fund to the Chase Bank account.	
	<u>New Business</u>	<u>Directors</u>
	Directors considered an application for Board service submitted by E. Paddock of Monterey, with a letter supporting her application as a designated agent by G. Paddock of Carmel Valley.	

M. Duflock moved to approve her application. B. Jefferson seconded the motion. Directors voted to approve her application unanimously with 5-0 vote.

P. Robins, B. Jefferson and P. Binsacca described the drafting process for the proposed Annual Workplan for 2014-15. P. Robins outlined tasks in the plan that differed from previous years. Directors discussed hiring an intern to assist with updating the RCD website. R. King inquired of the potential for the RCD cooperating with an effort among livestock producers to develop a local animal processing facility.

P. Robins and R. King described the revision process for the draft Annual Budget for 2014-15 and board members discussed adopting a pay scale for RCDMC employees based on the NRCS pay scale for the region.

B. Jefferson moved to accept the WorkPlan and Budget for 2014-15 as proposed. R. King seconded the motion. All voted to approve with a 5-0 vote.

Program Updates P. Robins  
updates were postponed to the following meeting to allow sufficient time for the Closed Session.

Closed Session Directors  
Directors conducted the Annual Performance Review for the RCDMC Executive Director.

Report from Closed Session Directors  
P. Binsacca reported that P. Robins was given a positive review, commending him for good work on behalf of the RCD and encouraging him to bring in assistance in order not to be stretched too thin. During closed session the Board voted to provide a pay increase of 2% effective July 1, 2014.

Closing Discussion Directors  
Directors reflected on the current RCD website and outreach. P. Binsacca requested that the board have opportunity to review articles written by staff before they are submitted for publication. L. Ferrasci requested that the website feature 'before' and 'after' pictures as effective testimony of the kinds of work the RCD does and can assist people with.

12:45 P.M.

Meeting Adjourned P. Binsacca

The next Regular RCD meeting will be held:  
Date: **July 17, 2014, 10:00 A.M.**  
Location: **RCDMC Office, 744-A LaGuardia Street, Salinas, CA**