

JANUARY 2020

**EAST CASSIA SOIL AND WATER CONSERVATION DISTRICT
DRAFT MEETING MINUTES – JANUARY 2020
Burley Field Office
January 7, 2020 at 1:00 pm**

Place: Burley Field Office

Date: January 7, 2020

Time: 11:05 a.m.

Presiding: Mark Webb

Supervisors Present:

Mark Webb - Chairman

Steve Ward – Vice Chairman

Ken Woodworth – Treasurer

Hannah Sanders - Member

Employees and Agency Representatives:

LaRae Warren, *Admin Asst.*

Carolyn Firth, Not present

David Mabey, Not present

Supervisors Not Present:

Brook Holtman – Member

ACTION ITEMS

- I. **Call to Order:** Mark Webb called the meeting to order at 1:15 pm
- II. **Changes to Agenda:** None
- III. **Approve Minutes of previous meeting – Nov 2019:** Mark moved to approve minutes for November meeting. Steve seconded. Motion Carried.
- IV. **Treasurer’s Report:** To Be Presented

ACTION ITEMS

- V. **OLD BUSINESS:**
 - 1. **Upcoming Event:** IASCD Conference, Workshop 2020, December meeting
 - 2. **Review of admin contract, and recommendations**
 - 3. **Office items:** New printer, will not purchase scanner at this time
 - 4. **Supervisor’s Report:** East Cassia write a letter to Steven Becker, cc to Norman Wright. Like to educate public on Roundup.
 - 5. **Admin Report:**
 - 6. **NACD Administration Contract for new hire Soil Conservationist**

- VI. **NEW BUSINESS:**
 - 1. **Upcoming Events:** Soil Health February 6, 2020, Trees ordered for Sales, INWCA Conference Boise
 - 2. **Review of documents for New Hire –** Will be here to work on January 21, 2020
 - 3. **Office items:** Still looking for new printer.
 - 4. **Supervisor’s Report:** Invoice for RC&D Cloud seeding Support (\$200) should not be paid. Did not budget it in for this year. Ken moved to discuss Election of Officers in August 2020. Steve seconded. Motion carried. Call Brook Holtman and see if he is still interested in being on the board. Need to find out who is eligible to be a board member regarding relationships with other board members.
 - 5. **Admin Report:** Wrote a letter to Steven Becker, cc to Norman Wright. LaRae would like to have QB training in July. Consider taking a class at CSI.
 - 6. **Employee Performance Evaluations:** Reviews to be completed at the next meeting.
 - 7. **NACD Administration Contract:** West Cassia and Minidoka SWCD will be invoiced for district new hire.

- VII. **AGENCY REPORTS/REQUEST**
 - 1. **NRCS Update:** None
 - 2. **ISWCC Update:** None

Adjourned the meeting: Steve moved to adjourn meeting. Hannah seconded. Meeting adjourned at 2:15 pm.

Respectfully submitted by LaRae Warren