



MINUTES
Meeting of the
MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS

PHONE: 707.462.3664 FAX: 707.462.5549

Tuesday, June 16, 2020

***This meeting was held via teleconference due to the COVID-19 pandemic.**

Directors Teleconferenced: Lisa Bauer, Cathy Monroe, Craig Blencowe, Peter Braudrick

Associate Directors Teleconferenced: Tony Orth, John Hansen

Staff: Megan McCluer, Deborah Edelman, Mary Mayeda, Chris Bartow, Katy Brantley

Ursula Butler, Patty Madigan, Linda MacElwee, Joe Scriven

NRCS Teleconferenced: Carol Mandel

Public Teleconferenced: Elizabeth Salomone – Russian River Flood Control District

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS: 9:07 AM
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))
III.	PUBLIC COMMENT Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).
IV.	CONSENT CALENDAR 4-1 May 18, 2020 Board of Directors (BOD) Minutes <i>Craig Blencowe requested a correction on the May meeting minutes to change item 5-1 from “Consent Calendar” to “Financial Statement and Warrant Requests.” The correction was made.</i> <i>Cathy Monroe motioned to approve the Consent Calendar and Craig Blencowe seconded. Craig Blencowe, Cathy Monroe, and Lisa Bauer voted in favor. Peter Braudrick abstained.</i>
V.	ACTION ITEMS
	5-1 Board approval of Financial Statements and Warrant Requests for: May 2020 <i>Cathy Monroe motioned to approve the Financial Statements and Warrant Requests for May, and Craig Blencowe seconded. Craig Blencowe, Cathy Monroe, Peter Braudrick and Lisa Bauer voted in favor.</i>
	5-2 Review and approve MOU with Mendocino County Fire Safe Council as amended <i>Craig Blencowe motioned to approve the MOU with Mendocino County Fire Safe Council as amended, and Peter Braudrick seconded. Craig Blencowe, Cathy Monroe, Peter Braudrick and Lisa Bauer voted in favor.</i>
	5-3 Approve Audit of Fiscal Year 2018/2019 <i>Peter Braudrick motioned to approve Audit of Fiscal Year 2018/2019, and Craig Blencowe seconded. Craig Blencowe, Cathy Monroe, Peter Braudrick and Lisa Bauer voted in favor.</i>
VI.	DISCUSSION ITEMS
	6-1 Review draft budget for Fiscal Year 2020/2021 <i>Megan McCluer shared her computer screen with the Directors and those in attendance to review the following documents: MCRCD FY20-21_Draft Budget by Fund 061520, Budget Explanation_16_June 2020, Grant Applications Submitted_15_June2020.</i>
	6-2 RFP for new auditor released <i>RFP was released June 3, and applications are due June 26.</i>
	6-3 Diversity, Equity, and Inclusion Committee Update

	<i>Peter Braudrick agreed to participate in this sub-committee. Katy Brantley presented a statement of MCRCD's stance against racism. Lengthy discussion ensued about to message with general agreeance that the modified version should be posted on MCRCD's website and social media platforms on June 19, Juneteenth.</i>
	6-4 Strategic Planning update – Linda <i>Linda stated that progress has been made on the overall document and for the programs.</i>
	6-5 MCRCD remains vigilant regarding COVID-19 safety protocols - Megan
	6-6 Nominations for MCRCD Board Positions: Chair, Vice Chair, Secretary, Treasurer <i>Chair: Craig Blencowe nominated Peter Braudrick to become MCRCD's Board Chair. Lisa Bauer, Cathy Monroe, and Craig Blencowe voted in favor.</i> <i>Vice Chair: Craig Blencowe nominated Cathy Monroe to become MCRCD's Vice-Chair. Lisa Bauer, Cathy Monroe, and Craig Blencowe voted in favor.</i> <i>Secretary: Lisa Bauer nominated Craig Blencowe to become MCRCD's Secretary. Lisa Bauer, Cathy Monroe, and Craig Blencowe voted in favor.</i> <i>Treasurer: Megan McCluer will review MCRCD's bylaws to determine if an Associate Director can hold the office of Treasurer.</i> <i>Finance Committee formed with Cathy Monroe, Lisa Bauer, John Hansen. They will engage with Executive Director and Business Manager as needed.</i>
	6-7 Update on Willits staff at the Coleman House <i>Chris Bartow provided a brief summary about the Willits staff move to the Coleman House on Hearst Road.</i> <i>ACTION: Put "Virtual tour of the office" on the agenda for July.</i>
	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report <i>Carol Mandel stated that she and Erica Lundquist continue to work on EQIP projects. Nineteen projects were approved in the latest round, most of which were related to forestry. Three projects focus on range improvements. The next EQIP ranking deadline will be on June 26.</i> 7-2 Director Reports <i>None</i> 7-3 Staff Reports and Grant Status <i>Linda MacElwee mentioned that a recent USC study of the DROPS program in California ranked the Ukiah High School and Anderson Valley DROPS projects as #1 and #2 for effectiveness of funds spent.</i> <i>Deborah Edelman stated that we recently solicited bids from four pre-qualified firms for water line mapping at the Hopland Rancheria, associated with the Prop 84 project "Water Conservation Technical Assistance for Mendocino County Tribes."</i> Adjournment: 12:04 PM
	AGENDA SETTING
IX.	To request board packet information, please contact Ursula Butler at (707) 462-3664 ext 105. Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at (707) 462-3664. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.
	Next MCRCD BOD meeting will be July 21, 2020

Action Items

Treasurer: Megan McCluer will review MCRCD's bylaws to determine if an Associate Director can hold the office of Treasurer.

Virtual tour of the Coleman House office on July agenda.