



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, January 15, 2019

Directors Present: Mike Webster, Lisa Bauer, Craig Blencowe
Directors Absent: Peter Braudrick
Associate Directors Present: Cathy Monroe
Associate Directors Absent: Geri Hulse-Stephens
Staff Present: Megan McCluer, Ursula Butler, Patty Madigan, Linda MacElwee,
 Kristin Cooper, Chris Bartow, Deborah Edelman, Joe Scriven
NRCS Staff Present: Erica Lundquist
Public Present: Blake Goranson

I.	CALL TO ORDER, DETERMINATION OF A QUORUM. <i>Mike Webster called the meeting to order at 9:14 am</i>
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)). <i>None</i>
IV.	CONSENT CALENDAR 4-1 December 18, 2018 Minutes: <i>Craig Blencowe motioned to approve, and Lisa Bauer seconded the motion. All Directors voted in favor.</i>
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: December 2018. <i>Lisa Bauer motioned to approve, and Craig Blencowe seconded the motion. All Directors voted in favor .</i>
	5-2 2018 Audit Report by Goranson & Associates: <i>Craig Blencowe motioned to approve the audit report, and Lisa Bauer seconded the motion. All Directors voted in favor.</i>
VI.	DISCUSSION ITEMS
	6-1 SWRCB Eel River Road Sediment Reduction Project
	6-2 County of Mendocino Road to Recovery: Redwood Complex Fire Restoration
	6-3 Harassment Prevention and Ethics webinars for Directors and Staff
	6-4 Fire Safe Council Board of Director applications – Applicants invited to FSC BOD mtg at 12:30
	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report – Erica Lundquist. <i>NRCS office is open during the federal government shut down. The Soil Health Program is continuing, with the Napa RCD serving as the lead.</i> 7-2 Staff Reports/Grant Status Board Development Subcommittee: <i>Craig Blencowe, Lisa Bauer, Cathy Monroe. MCRCD staff will provide the Subcommittee with MCRCD executive summary, Board application, and Board job description.</i>
	ADJOURNMENT AND AGENDA SETTING February Board Meeting Topics: <i>Develop Board binders</i> <i>Subcommittee members and topics</i> <i>Mission, Vision, and Policies</i> <i>Update on bylaws research: Mike Webster</i> <i>Lisa Bauer motioned, and Craig Blencowe seconded to adjourn the meeting. All Directors voted in favor.</i> <i>Meeting adjourned at 12:12</i>

VIII	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 meeting will be February 19, 2019 at 12:00pm

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, February 19, 2019

Directors Present: Mike Webster, Lisa Bauer, Peter Braudrick
Directors Absent: Craig Blencowe
Associate Directors Present: Geri Hulse-Stephens, Cathy Monroe
Staff Present: Megan McCluer, Ursula Butler, Patty Madigan, Linda MacElwee, Kristin Cooper, Chris Bartow, Deborah Edelman, Marisela de Santa Anna, Joe Scriven
NRCS Staff Present: Carol Mandel
Public Present: Diane Curry, Bob Keiffer, Adam Goldberg

I.	CALL TO ORDER, DETERMINATION OF A QUORUM. <i>Mike Webster called the meeting to order at 9:10 am</i>
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)). <i>None</i>
IV.	CONSENT CALENDAR 4-1 January 15, 2019 Minutes: <i>Mike Webster motioned to approve, and Lisa Bauer seconded the motion. Peer Braudrick abstained. Mike Webster and Lisa Bauer voted in favor.</i>
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: January 2019. <i>Peter Braudrick motioned to approve, and Lisa Bauer seconded the motion. All Directors voted in favor .</i>
	5-2 Review and Approve MCRCD Mission Statement. <i>Lisa Bauer moved to approve, and Peter Braudrick seconded the motion. All Directors voted in favor.</i>
	5-3 CARCD Cannabis Project – Approval for Contract Including Site Visits. <i>Lisa Bauer moved to approve, and Peter Braudrick seconded the motion. All Directors voted in favor. Peter Braudrick will contact Craig Blencowe regarding this action.</i>
VI.	DISCUSSION ITEMS
	6-1 Board Governance Subcommittee: Prospective Board Members and Associate Directors. <i>Lisa Bauer provided an introduction to the MCRCD, Board structure, and responsibilities. Interested candidates will continue to attend Board meetings. Lisa Bauer is the Chair of Board Development Subcommittee. Craig Blencowe and Cathy Monroe are also on the Board Development Subcommittee.</i>
	6-2 Board Requirements: Harassment Prevention, Ethics, and Form 700. <i>Joe Scriven will email the webinar directions and Form 700 to the Directors. (Complete 2/19). Harassment Prevention webinar will be shown at Ukiah office on Feb. 26 from 12:30 to 2:30.</i>
	6-3 Board Involvement: Board Binders & I-Pad. <i>Binders were distributed, the I-Pad was demonstrated but is still under development.</i>
	6-4 Geri Hulse-Stephens Presentation: <i>Pleuropogon hooverianus</i> Relocation & Rehabilitation: The Willits Bypass Meets a Rare Grass
	6-5 New Soil Technician Position and Willits Assistant Manager Position. <i>Willits position to be posted soon.</i>
	6-6 Butte County RCD Thank You Card
	6-7 March Project Tours – Ukiah DROPS and Mill Creek in Talmage. <i>Delayed until summer break.</i>
	6-8 MCRCD Presentation to Board of Supervisors – April 23. <i>Megan will send invitation to all Directors when agenda is set and presentation time is confirmed.</i>

	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report. <i>Forester contract, Soils support, Fire Safe Council Navarro Project, SALC Project.</i> 7-2 Staff Reports/Grant Status. <i>All staff presented recent activities.</i>
	ADJOURNMENT AND AGENDA SETTING: <i>Adjourned at 12:11</i> March Board Meeting Topics: <i>Soils position justification</i>
VIII	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 meeting will be March 19, 2019

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, March 19, 2019

Directors Present: Mike Webster, Lisa Bauer, Craig Blencowe
Directors Absent: Peter Braudrick
Associate Directors Present: Geri Hulse-Stephens, Cathy Monroe
Staff Present: Megan McCluer, Ursula Butler, Patty Madigan, Linda MacElwee,
 Kristin Cooper, Deborah Edelman, Mary Mayeda, Joe Scriven
NRCS Staff Present: Carol Mandel
Public Present: Adam Goldberg

I.	CALL TO ORDER, DETERMINATION OF A QUORUM. <i>Mike Webster called the meeting to order at 9:02 am</i>
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) <i>Change "Governance" to "Development" in Item 6-1. Move Item 6-5 Climate Action Advisory Committee to be Item 6-1.</i>
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)). <i>None</i>
IV.	CONSENT CALENDAR 4-1 February 19, 2019 Minutes: <i>Craig Blencowe motioned to approve, and Lisa Bauer seconded the motion. Mike Webster, Craig Blencowe, and Lisa Bauer voted in favor.</i>
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: February 2019. <i>Lisa Bauer motioned to approve, and Craig Blencowe seconded the motion. Mike Webster, Craig Blencowe, and Lisa Bauer voted in favor.</i>
	5-2 Resolutions 2019-230 Review and Approve MCRCDC Executive Director Signing North Coast Durable Collaborations MOU. <i>Craig Blencowe motioned to approve, and Lisa Bauer seconded the motion. Mike Webster, Craig Blencowe, and Lisa Bauer voted in favor.</i>
	5-3 New Soil Technician Position, Review of justification and approval to hire. <i>Lisa Bauer motioned to approve with the caveat that the prospective employee be made explicitly aware that current funding has been secured for only one year. Craig Blencowe seconded the motion. Mike Webster, Craig Blencowe, and Lisa Bauer voted in favor.</i>
VI.	DISCUSSION ITEMS
	6-1 Climate Action Advisory Committee – Proposed County-funded position. <i>Megan provided background information. Deborah will attend today's Board of Supervisors meeting and represent MCRCDC to answer questions that may arise.</i>
	6-2 Board Development Subcommittee: Update provided by Lisa Bauer.
	6-3 Board Requirements: Ethics, Harassment Prevention, and Form 700 are required.
	6-4 Board Involvement: Board Binders & I-Pad: <i>Megan will email list of Board Binder items to Directors and Associate Directors to determine which items to include.</i>
	6-5 Mendocino County Permit Coordination Program. Update provided by Patty Madigan & Joe Scriven.
BREAK 10:30 to 10:45	

	6-6 Greenwood Commons. <i>Craig provided a summary of the concept of receiving 70 acres of land from a cooperative ownership. Questions that need answers include: 1) Are all landowners on board? 2) What are mitigation credits worth? Would a \$5,000 grant be feasible to secure for a cost/benefit analysis? 4) Consider the community of Elk and the relationships that need to be maintained.</i>
	6-7 Inner Coast Range State Conservancy – Beginning stages. <i>Joe provided some background information and will follow up on this topic in April.</i>
	6-8 410 Jones St. Lease Agreement. <i>Megan provided an update and will consider signing a 1 or 2 year lease.</i>
	6-9 MCRCD Presentation to Board of Supervisors – April 23 rd . <i>Board of Directors requested to attend.</i>
	6-10 Volunteer Work Day at Cathy Monroe’s. Cathy listed several tasks that to accomplish. March 23 and 30 from 1:00 to 5:00 were selected. Volunteers should wear appropriate clothing, bring food/water, tools, and Technu.
	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report. 7-2 Staff Reports/Grant Status. <i>No verbal staff reports were presented.</i>
	ADJOURNMENT AND AGENDA SETTING: <i>Adjourned at 12:02</i> April Board Meeting Topics: <ul style="list-style-type: none"> • <i>MCRCD email addresses for Directors and Associate Directors. Lisa</i> • <i>Climate Action Advisory Committee and County of Mendocino</i> <u>Action items</u> <ul style="list-style-type: none"> • <i>Identify details on why October 2018 financial graph shows such a large negative amount: Megan and Ursula.</i> • <i>Review financial anomalies and prepare explanations prior to Board meeting: Megan & Ursula</i> • <i>Investigate email addresses for Directors and Associate Directors for MCRCD communications. Lisa</i> • <i>Include Adam Goldberg on email list for Board Packet. Ursula and Joe</i>
VIII	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 meeting will be April 16, 2019

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, April 16, 2019

Directors Present: Lisa Bauer, Craig Blencowe, Peter Braudrick
Directors Absent: Mike Webster
Associate Directors Present: Geri Hulse-Stephens, Cathy Monroe
Staff Present: Ursula Butler, Chris Bartow, Joe Scriven, Mary Mayeda, Linda MacElwee
NRCS Staff Present: Carol Mandel
Public Present: none.

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS: <i>Peter Braudrick called the meeting to order at 9:14 am. No quorum at the time of start. Quorum present at 9:30.</i>
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) <i>none.</i>
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 March 19, 2019 BOD Minutes: <i>Craig Blencowe moved to approve and Lisa Bauer seconded.</i>
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: March 2019: <i>Peter Braudrick moved to approve, and Craig Blencowe seconded.</i>
	5-2 Resolution 2019 – 231 Coast TMDL Project – Patty: <i>Peter Braudrick moved to approve, and Craig Blencowe seconded.</i>
	5-3 Letter to County of Mendocino to Close Account: <i>Have letter signed by boards members and submit to the county to close accounts. Craig Blencowe moved to approve, and Peter Braudrick seconded.</i>
VI.	DISCUSSION ITEMS
	6-1 Board Development Subcommittee Update – Lisa Bauer: <i>Two candidates remain as a possibility and Lisa and Craig will follow up. Action item for May, restart search for potential board candidates, candidates that fill specific needed prospective. What about minorities and the local tribes? Lisa.</i>
	6-2 Policy Subcommittee Formation and Update – Peter Braudrick: <i>Peter, Joe, and Megan have been meeting recently specifically on PTO (paid time off) Will continue to move through other policies as each are addressed.</i>
	6-3 Ukiah Groundwater – UVGSA Update – Mike Webster: <i>Roll over to the next meeting as Mike Webster is not present.</i>
	6-4 Other Board and Committee Volunteering – Peter Braudrick: <i>Peter Braudrick presented a general update on history and present projects including revegetation and education project on the upper reservoir in Willits among many other projects.</i>
	6-9 MCRCD Presentation to Board of Supervisors – April 23 rd : <i>Joe and Megan met with the county and it was requested by Brent Shultz (new head of planning and building) that MCRCD move their presentation to June 4th. Firesafe council will present on the 23rd with no ask for funding. MCRCD’s presentation will happen in June that will present financial asks at that time.</i>
	6-6 MCRCD Board and staff attendance for harassment prevention and ethics trainings – <i>Everyone must take these trainings by the end of the fiscal year if not already fulfilled.</i>
	6-7 Willits Mitigation Lands Project update – Chris Bartow: <i>Struggling with Caltrans upper management committing to following through on obligations as represented in legal documents for the project. Possible</i>

	<i>creation of board subcommittee to come up with a strategy to pressure Caltrans to honor these commitments and to possibly involve the state legislature.</i>
	6-8 Climate Action Committee Update: <i>The committee will be appointed at a meeting on 4/16/2019. There have been some questions as to whether the RCD would be a good fit for housing the staff of the committee. Megan and John McGowen have been working to resolve some of these concerns. Are things like transportation and energy compatible with the mission of MCRCD. Support Megan in negotiations with the CAAC, we should step back and let the dust settle before committing to be a stakeholder. Do we want to step into the political arena? Lisa Bauer, Craig Blencowe; let the committee be formed and decisions around the committee be finalized prior to MCRCD commit to participating in the CAAC.</i>
	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report: <i>Carol Mandel: The Mendocino NRCS office is moving forward on EQUIP applications.</i> 7-2 Staff Reports/Grant Status: <i>Meeting timed out and staff reports were not presented.</i> 7-3 <i>Craig Blencowe requested director reports be put back in the board agenda.</i> 12:00 – Adjournment 12:00 – 12:30 BREAK (Lunch provided for those staying for FSC BOD meeting)
	AGENDA SETTING
VIII	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.
	FIRE SAFE COUNCIL BOD Meeting at 12:30pm
	Next MCRCD BOD meeting will be May 21, 2019



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, May 21, 2019

Directors Present: Mike Webster, Lisa Bauer, Craig Blencowe, Peter Braudrick

Associate Directors Present: Cathy Monroe

Staff Present: Megan McCluer, Ursula Butler, Chris Bartow

Kristin Cooper, Deborah Edelman, Mary Mayeda,

NRCS Staff Present: Carol Mandel

Public Present: None

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS <i>Mike Webster called to order 9:06 a.m.</i>
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 April 16, 2019 BOD Minutes <i>Mike Webster voted to approve, Lisa Bauer seconded.</i>
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: April 2019: <i>Lisa Bauer moved to approve, Craig Blencowe seconded. Unanimously approved. ***Action item*** Megan and Ursula will prepare Op-ex summary for next month.</i>
	5-2 Request BOD approval for ED to sign one-year lease for current facility at 410 Jones St. Suite C-3: <i>Lisa Bauer moved to approve, Peter Braudrick seconded, unanimously approved</i>
	5-2 Willits Bypass Update – Creation of Advisory subcommittee to come up with a strategy to pressure Caltrans to honor legal commitments and to possibly involve the state legislature: <i>Lisa Bauer moved to approve, Mike Webster seconded and was approved unanimously. ACTION: MCRCD Willits staff will draft an outline of what an advisory subcommittee might look like for review at the June board meeting.</i>
VI.	DISCUSSION ITEMS
	6-0 Budget Process Review: <i>Process was reviewed with board. 2019 budget will be prepared using the same financial planning method developed in 2018.</i>
	6-1 Board Development Subcommittee Update: <i>Please forward Lisa Bauer any information on potential candidates via e-mail ASAP.</i>
	6-2 Policy Subcommittee Formation and Update: <i>Megan McCluer would like to hire an outside HR firm to resolve these issues.</i>
	6-3 Update on Greenwood Commons parcel – Staff Input: <i>Possible potential for Caltrans purchase for mitigation credits. Craig Blencowe will update at next board meeting.</i>
	6-4 Ukiah Groundwater – UVGSA Update: <i>Next meeting is in June. Currently work is being done to develop a groundwater sustainability plan.</i>
	6-5 US Army Corps of Engineers – Lake Mendocino: <i>The Lake Mendocino master plan will only encompass land assets not the lake itself.</i>

	6-6 MCRC Board and staff attendance for harassment prevention and ethics trainings: <i>Mandatory for all training to be complete ASAP as we are out of compliance.</i>
	6-7 Schedule next volunteer work day at Cathy Monroe's property: <i>Will present some additional date for this fall.</i>
	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report <i>Finalizing EQIP applications, lobbying to renew NRCS/MCRC cooperative agreement funding.</i>
	AGENDA SETTING
VIII	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 MCRC BOD meeting will be June 18, 2019

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, June 18, 2019

Directors Present: Mike Webster, Lisa Bauer, Craig Blencowe, Peter Braudrick

Associate Directors Present: Cathy Monroe

Staff Present: Megan McCluer, Ursula Butler, Chris Bartow, Patty Madigan, Deborah Edelman, Mary Mayeda, Linda MacElwee, Joe Scriven

NRCS Staff Present: Erica Lundquist

Public Present: Janet King

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS <i>Mike Webster called the meeting to order at 9:05 a.m.</i>
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) <i>5-2: Change from Action Item to Discussion Item – Megan McCluer</i> <i>6-8: Add to Discussion Item – MCRCD email address – Lisa Bauer</i>
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 21, 2019 BOD Minutes <i>Craig Blencowe voted to approve; Peter Braudrick seconded. Unanimously approved</i>
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: May 2019: <i>Craig Blencowe voted to approve; Lisa Bauer seconded. Unanimously approved.</i>
	5-2 Board Approval of 2019/2020 Fiscal Year Budget – Moved to 6-0
VI.	DISCUSSION ITEMS
	6-0 Board Review of 2019/2020 Fiscal Year Budget
	6-1 Board of Supervisors budget decisions – Megan McCluer
	6-2 Board Development Subcommittee Update – Lisa Bauer
	6-3 Annual CARCD meeting in Redding: November 12 – 15 – Joe Scriven
	6-4 Staffing additions: Chris Bartow and Linda MacElwee
	6-5 Ukiah office 5-year lease – Ursula Butler
	6-6 Willits Bypass Update – Creation of Technical Advisory Committee – Chris Bartow
	6-7 MCRCD Board and staff attendance for ethics trainings – Megan McCluer
	6-8 MCRCD Email accounts – Lisa Bauer
	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report <i>Tony Sunseri is the new Region 1 Supervisor for NRCS.</i> <i>\$700K in EQIP applications through the Ukiah office this year.</i>
	7-2 Director Reports <i>Mike Webster: Will continue to participate in the Ukiah Valley Groundwater Sustainability Agency and will report to MCRCD as appropriate.</i> <i>Craig Blencowe: Elk Water District will take the lead on the Greenwood Commons project.</i>

	7-3 Staff Reports/Grant Status <p style="text-align: center;">11:58 – Adjournment</p>
	<p style="text-align: center;">AGENDA SETTING</p> <ol style="list-style-type: none"> 1. <i>Include project criteria checklist in July Board Packet.</i> 2. <i>Celebratory lunch after Board Meeting to honor and thank Kristin Cooper for her service.</i> 3. <i>Ursula will check with Ren to set up auto-forwarding for Directors' emails.</i>
VIII	<p>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.</p>
	Next MCRCD BOD meeting will be July 16, 2019

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, July 16, 2019

Directors Present: Mike Webster, Lisa Bauer, Craig Blencowe, Peter Braudrick

Associate Directors Present: Cathy Monroe

Staff Present: Megan McCluer, Ursula Butler, Chris Bartow, Patty Madigan, Deborah Edelman, Linda MacElwee, Katy Brantley, Robert Kunicki, Kristin Cooper, Joe Scriven

NRCS Staff Present: Carol Mandel

Public Present: Tony Orth

I.	<p>CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS <i>Mike Webster called the meeting to order at 9:05 a.m.</i></p>
II.	<p>ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) <i>Add 5-0: Add to Action Items – New Board positions and officers for fiscal year 2019/2020 – Megan McCluer</i> <i>Add 6-3: Add to Discussion Items – Change September Board meeting date – Craig Blencowe</i></p>
III.	<p>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)).</p>
IV.	<p>CONSENT CALENDAR 4-1 June 18, 2019 BOD Minutes <i>Craig Blencowe motioned to approve, and Peter Braudrick seconded the motion. Mike Webster, Lisa Bauer, Craig Blencowe, and Peter Braudrick voted in favor.</i></p>
V.	<p>ACTION ITEMS</p>
	<p>5-0 New Board positions and officers for Fiscal Year 2019/2020. <i>Craig Blencowe motioned to appoint Lisa Bauer as Chair and Peter Braudrick as Vice Chair of MCRCD. Mike Webster seconded the motion. Craig Blencowe, Lisa Bauer, Mike Webster, and Peter Braudrick voted in favor.</i> <i>Lisa Bauer nominated Cathy Monroe to become a Director on the MCRCD Board of Directors. Peter Braudrick seconded the motion. Lisa Bauer, Peter Braudrick, Craig Blencowe, and Mike Webster voted in favor.</i></p>
	<p>5-1 Board Approval of Financial Statements and Warrant Requests for: June 2019: <i>Peter Braudrick motioned to approve, and Lisa Bauer seconded the motion. Lisa Bauer, Peter Braudrick, Craig Blencowe, and Mike Webster voted in favor.</i></p>
	<p>5-2 Board Approval of 2019/2020 Fiscal Year Budget <i>Craig Blencowe motioned to approve, and Peter Braudrick seconded the motion. Mike Webster, Lisa Bauer, Craig Blencowe, and Peter Braudrick voted in favor.</i></p>
VI.	<p>DISCUSSION ITEMS</p>
	<p>6-1 Board development subcommittee update – Lisa Bauer <i>Lisa Bauer invited Tony Orth to attend the MCRCD Board meeting as a prospective Director or Associate Director.</i> <i>Mike Webster will be resigning as a Director of MCRCD, and this will be his last meeting in that position. Mike will send a letter of resignation to the Board of Supervisors in August.</i></p>
	<p>6-2 Willits Bypass – creation of technical advisory committee – Chris Bartow <i>Creating a Technical Advisory Committee is an important step in the process of active and informed management, and will be an Action Item at the August Board meeting.</i></p>

	6-3 Change September Board meeting date – <i>Craig Blencowe has a scheduling conflict for the September Board meeting, and requested it be changed to September 24. General discussion by Directors seemed agreeable to the date change.</i>
	6-4 Introductions of new staff: Katy Brantley and Robert Kunicki
	INFORMATIONAL ITEMS
VII.	<p>7-1 NRCS Report <i>Attending Soil Health Institute Conference in Sacramento EQIP and RCPP contracting is moving forward.</i></p> <p>7-2 Director Reports <i>Peter Braudrick: Continuing to attend the series on Diversity Training with CARCD.</i></p> <p style="text-align: center;">11:37 – Adjournment</p>
	AGENDA SETTING FOR NEXT BOARD MEETING
	<p><i>Action item: Mike Webster to send letter of resignation to Board of Supervisors</i></p> <p><i>Action Item: Create TAC for Willits Project</i></p> <p><i>Discussion Item: Board positions and job descriptions</i></p>
VIII	<p>To request board packet information, please contact Ursula Butler at (707) 462-3664 ext 105.</p> <p>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.</p>
	Next MCRCD BOD meeting will be August 20, 2019

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, August 20, 2019

No Quorum.

No Meeting.

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, September 24, 2019

Directors Present: Lisa Bauer, Craig Blencowe, Peter Braudrick

Associate Directors Present: Mike Webster, Cathy Monroe

Staff Present: Megan McCluer, Deborah Edelman, Linda MacElwee,
Katy Brantley, Joe Scriven

NRCS Staff Present: Carol Mandel

Public Present: Tony Orth

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS Lisa Bauer called the meeting to order at 9:05 a.m.
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) Add 5-4: Add to Action Items – Closed session – Peter Braudrick Add 6-4: Add to Discussion Items – October 17 visit to Craig’s ranch – Craig Blencowe
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 July 16, 2019 BOD Minutes Peter Braudrick motioned to approve, and Craig Blencowe seconded the motion. Craig Blencowe, Lisa Bauer, and Peter Braudrick voted in favor.
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: July 2019: Peter Braudrick motioned to approve, and Craig Blencowe seconded the motion. Lisa Bauer, Peter Braudrick, and Craig Blencowe voted in favor.
	5-2 Board approval of Financial Statements and Warrant Requests for: August 2019: Peter Braudrick motioned to approve, and Craig Blencowe seconded the motion. Lisa Bauer, Peter Braudrick, and Craig Blencowe voted in favor.
	5-3 Board approval of Ad-hoc Advisory Committee for Willits Bypass Mitigation Project: Peter Braudrick motioned to approve, and Craig Blencowe seconded the motion. Lisa Bauer, Peter Braudrick, and Craig Blencowe voted in favor.
	5-4 Closed Session of Board of Directors: Personnel Matters The Board of Directors met in closed session to discuss personnel matters.
VI.	DISCUSSION ITEMS
	6-1 Board development subcommittee update – Lisa Bauer Lisa Bauer invited Tony Orth to attend the MCRCD Board meeting as a prospective Director or Associate Director. The Board will address the process of nominating Tony as an Associate Director at the October Board meeting. Cathy Monroe submitted the forms to the County to become a Director on the MCRCD Board.
	6-2 Proposal development checklist – Patty Madigan and Linda MacElwee Linda provided an update of the status and once the checklist is done, will share it with the Board.
	6-3 Board and staff workshop for development of 5-year Strategic Plan update Lisa would like Linda and Patty to facilitate the workshop like the one we held when hiring a new Executive Director. There was general agreement that their facilitation skills were beneficial to the process.

	<i>Peter suggested setting up a Doodle Poll to pick a date in January for the full-day workshop. The location has not been selected, but the Toll House on Highway 253 was an excellent venue last time.</i>
	6-4 October 17 staff meeting at Craig’s Ranch – Craig Blencowe <i>Holding the staff meeting at the property, then touring the forestry projects afterwards will provide additional insight into the importance of forestry to the County. The NRCS team is invited to participate, and Carol agreed that her staff would be very interested in viewing the forestry projects on the property.</i>
	INFORMATIONAL ITEMS
VII.	<p>7-1 NRCS Report – Carol Mandel <i>The USDA NRCS agreements with RCDs are being re-visited. The State Agreement is in draft stage and included in the Board packet. The goal of NRCS is to standardize the documents and update some details to reflect changes that have occurred over the last 20 years. Carol discussed the topic of MCRCD hosting the Local USDA Working Group. She also covered the agreement for forestry services, which will be expiring soon. CARCD recently won the USDA bid for providing forestry services for Lake and Mendocino Counties, and MCRCD may be the subcontractor for that work.</i></p> <p>7-2 Director Reports <i>Peter Braudrick: Recently completed the Diversity Training Series with CARCD. They are looking at developing a state-wide program form RCDs to embrace diversity on Boards and staff, and will present this topic at the upcoming CARCD meeting in Redding.</i> <i>Mike Webster: The Groundwater Sustainability Agency will be holding its Technical Advisory Council meeting on October 15, and Mike needs someone to attend in his place. Deborah agreed to attend.</i> <i>Cathy Monroe: The CA Native Plant Society symposium covered “Gardening Biodiversity for Climate Change,” which included an introduction of a new book by the author Douglas Tallamy. The global crisis of bird population reduction gets addressed, with the link that native plants provide insects for successful native bird reproduction.</i></p> <p>7-3 Staff Reports and Grant Status Joe Scriven provided an update on the issue regarding fees for Lake and Streambed Alteration Agreements with CDFW, and how two projects will be delayed until 2020 due to the need to re-visit the work plan. Linda MacElwee extended the permitting issue with CDFW to the local permitting challenge of landowners getting assessed for project improvements, such as bridges, related to watershed restoration projects. The County Planning Department and Assessor do not recognize restoration as a reason to exempt the landowners from increased fees and taxes. Katy Brantley discussed the Soil Health Hub and Carbon Farm Planning. She worked on a grant application to secure funds for another four Carbon Farm Plans, and continues to work closely with NRCS staff. Megan McCluer summarized the performance evaluation process for staff, and said the current form would work well for staff to evaluate the Executive Director. She provided an update on the Fire Safe Council (FSC) with special reference to hiring John Hanson as the bookkeeper. In addition, the FSC has secured additional funds to hire a part time executive director to guide the FSC towards being more independent of the MCRCD.</p> <p style="text-align: center;">11:49 – Adjournment</p>

	ACTION ITEMS AND AGENDA SETTING FOR NEXT BOARD MEETING
	<p><i>Action Items</i></p> <p><i>Directors would like Project Managers to sign invoices and ensure the project name is listed. Add that to a staff meeting agenda.</i></p> <p><i>Directors asked that the pie charts have the actual project name listed.</i></p> <p><i>Megan to notify MCRCD Directors that on October 11 the Farm Bureau's board of directors will be taken on a tour of the Willits project.</i></p> <p><i>Directors would like to go on a field trip to some of the MCRCD projects soon.</i></p> <p><i>Megan will contact MCRCD Directors and staff, and NRCS regarding details and directions to Craig's ranch for the October 17 meeting.</i></p> <p><i>Agenda Items</i></p> <p><i>October meeting will have Director positions/officers listed for assignment.</i></p>
VIII	<p>To request board packet information, please contact Ursula Butler at (707) 462-3664 ext 105.</p> <p>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.</p>
	Next MCRCD BOD meeting will be October 15, 2019

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, October 15, 2019

Directors Present: Lisa Bauer, Craig Blencowe, Peter Braudrick

Associate Directors Present: Cathy Monroe

Staff Present: Megan McCluer, Ursula Butler, Katy Brantley, Mary Mayeda, Linda MacElwee, Joe Scriven

NRCS Staff Present: Carol Mandel

Public Present: Tony Orth, Jen Riddell

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS Lisa Bauer called the meeting to order at 9:08 a.m.
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) Add 6-3: Add to Discussion Items – Mendocino Fire Safe Council update – Megan McCluer Add 6-4: Add to Discussion Items – Planning for October 17 visit to Craig’s ranch – Craig Blencowe
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)). Tony Orth: Fire District and Chiefs meeting to put tax measure before Board of Supervisors.
IV.	CONSENT CALENDAR 4-1 September 24, 2019 BOD Minutes Craig Blencowe motioned to approve, and Peter Braudrick seconded the motion. Craig Blencowe, Lisa Bauer, and Peter Braudrick voted in favor.
V.	ACTION ITEMS
	5-1 Board Approval of Financial Statements and Warrant Requests for: September 2019: Craig Blencowe motioned to approve, and Peter Braudrick seconded the motion. Craig Blencowe, Lisa Bauer, and Peter Braudrick voted in favor.
	5-2 Board of Directors: Nominations and Approvals of Officers and Positions: The Executive Committee by default includes the Chair and Vice Chair, which is Lisa Bauer and Peter Braudrick respectively. There currently is no Secretary or Treasurer occupied by a Board member. Ursula Butler and Joe Scriven are currently filling the role of Secretary of the Board. John Hansen (Fire Safe Council Bookkeeper) has agreed to review MCRCD financials each month with the Executive Director.
	5-3 Closed Session of Board of Directors: Personnel Matters The Board of Directors met in closed session to discuss personnel matters. 10:00 to 10:30
VI.	DISCUSSION ITEMS
	6-1 Board development subcommittee update – Lisa Bauer The Board voted to accept the appointment of Tony Orth and Jen Riddell as Associate Directors. Cathy Monroe is on the Board of Supervisors agenda for October 22 to be appointed as a Director of MCRCD.
	6-2 Board and staff workshop for development of 5-year Strategic Plan update A Doodle Poll will be sent out to identify a date in January or February, 2020.
	6-3 Mendocino County Fire Safe Council update – Megan McCluer A new Executive Director job announcement will be released in early November.
	6-4 Logistics to visit Craig’s ranch – Craig Blencowe

	INFORMATIONAL ITEMS
VII.	<p>7-1 NRCS Report – Carol Mandel <i>The new NRCS Director for Area 1 is Tony Sunseri. There will be a workshop series in spring covering a wide variety of topics, and they are hoping to include Glenn McGourty.</i></p> <p>7-2 Director Reports <i>Peter Braudrick: Buzz Ball fundraiser for Resource Conservation and Development Council. He will attend the CARCD annual meeting in November.</i></p> <p><i>Cathy Monroe: Discussed and presented papers on neonicotinoid research and its affect on birds and ecology.</i></p> <p>Staff Reports and Grant Status Ursula Butler will be interviewing to hire a part time Administrative Assistant.</p> <p style="text-align: center;">12:05 – Adjournment</p>
	ACTION ITEMS AND AGENDA SETTING FOR NEXT BOARD MEETING
	<p><i>Action Items</i> <i>Megan McCluer will continue to work with John Hansen on review of MCRCD financials. Megan McCluer will provide an update on policies under review each month. Clarify and modify Board of Directors job descriptions and committees. Katy Brantley will send an example Carbon Farm Plan to Directors and Associate Directors, but needs to be labeled “Confidential and not for distribution.” Add line item in next fiscal year budget to fund Joe Scriven to perform labor compliance review.</i></p>
VIII	<p>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.</p>
	Next MCRCD BOD meeting will be November 19, 2019

Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, November 19, 2019

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

Associate Directors Present: Geri Hulse-Stephens

Staff Present: Megan McCluer, Ursula Butler, Chris Bartow, Linda MacElwee,
Joe Scriven, Katy Brantley, Mary Mayeda

NRCS Staff Present: Carol Mandel

Public Present: Jen Riddell

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS Lisa Bauer called the meeting to order at 9:08 a.m.
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) Add 6-6: Add to Discussion Items – RCD as CEQA lead for projects not ours – Joe Scriven Change: Order of Action Item 5-3 Cathy Monroe appointment as Director to 5-1, and shift other Action Items down accordingly.
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 October 15, 2019 BOD Minutes Craig Blencowe motioned to approve, and Peter Braudrick seconded the motion. Craig Blencowe, Lisa Bauer, and Peter Braudrick voted in favor.
V.	ACTION ITEMS
	5-1 Confirm Cathy Monroe as Director of Mendocino County Resource Conservation District (MCRCD). Peter Braudrick motioned to approve, and Craig Blencowe seconded the motion. Peter Braudrick, Craig Blencowe, and Lisa Bauer voted in favor.
	5-2 Board Approval of Financial Statements and Warrant Requests for: October 2019: Craig Blencowe motioned to approve, and Cathy Monroe seconded the motion. Craig Blencowe, Cathy Monroe, Lisa Bauer, and Peter Braudrick voted in favor.
	5-3 Resolution 2019-232 to Approve MOU with Special District Risk Management Authority (SDRMA). Craig Blencowe motioned to approve, and Cathy Monroe seconded the motion. Craig Blencowe, Cathy Monroe, Peter Braudrick, and Lisa Bauer voted in favor.
	5-4 Closed Session of Board of Directors: Personnel Discussion. The Board of Directors met in closed session to discuss personnel matters. 9:43 to 10:46
VI.	DISCUSSION ITEMS
	6-1 Board development subcommittee update – Lisa Bauer Jen Riddell's application as an Associate Director has been submitted. Directors will vote to approve her as an Associated Director at the December meeting.
	6-2 Board and staff workshop for development of 5-year Strategic Plan update The date has not yet been set, but will be in January or February 2020. Location possibilities are Filligreen Farm or Yokayo Farm. Linda recommends Dennis Boucher, from the Napa RCD to serve as facilitator.
	6-3 Independent review of MCRCD financials – Megan McCluer John Hansen is the Fire Safe Council's Bookkeeper and has agreed to perform independent reviews of MCRCD financials. He is just getting started.
	6-4 Update on policies under review – Megan McCluer

	<i>RGS is our consultant for policy review, who has been working on the Paid Time Off (PTO) policy. We will review the revised policy at the next staff meeting and present it to the Board in December.</i>
	6-5 Vacations and holiday potluck celebration. <i>Megan McCluer will be on vacation for two weeks in late November, and empowers Joe Scriven to serve as Executive Director in her absence</i> <i>The Board meeting will be held from 9:00 to 11:30 and the potluck will extend from 11:30 to 1:30. The Board will hold a closed session from 1:30 to 3:00, and will return to adjourn the meeting.</i>
	INFORMATIONAL ITEMS
VII.	<p>7-1 NRCS Report – No NRCS representative was present</p> <p>7-2 Director Reports <i>Peter Braudrick: NRCS added 77 positions in California. Attended the CARCD conference and Board meeting in Redding. Needs a paragraph from MCRCD stating how baseline funding (~\$100,000) would benefit our agency. CARCD has \$200,000 available as a no interest loan to assist RCDs with projects.</i> <i>Cathy Monroe: Has been appointed by Supervisor Brown to serve on the Climate Task Force. The resolution on neonicotinoids Cathy and others presented to the local Grange has been approved by the National Grange.</i></p> <p>7-3 Staff Reports and Grant Status <i>Deborah Edelman: Preparing to send out the Giving Tuesday appeal.</i> <i>Linda MacElwee: Attended the CARCD conference. MCRCD was well represented. Peter Braudrick received the President’s Award for Service to CARCD.</i> <i>Chris Bartow: The Willits Subcommittee will be addressed in January 2020.</i></p> <p style="text-align: center;">12:05 – Adjournment</p>
	ACTION ITEMS AND AGENDA SETTING FOR NEXT BOARD MEETING
	<p><u>Action Items</u> <i>Include Action Item: Approval of Jen Riddell as Associate Director of MCRCD.</i> <i>Send Strategic Plan to Directors and Associate Directors.</i> <i>Send a paragraph to Tasha Newman of Pacific Policy Group stating how baseline funding will help MCRCD.</i> <i>Add Politicking Policy to Strategic Planning Workshop.</i></p>
VIII	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 November 19, 2019

Board Chair

Date



MEETING MINUTES

of the
**MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS**

Tuesday, December 17, 2019

Present: Directors: Lisa Bauer (chair), Peter Braudrick, Cathy Monroe, Craig Blencowe, Geri Hail Stephens (associate).

Staff: Megan McCluer (ED), Joe Scriven, Patty Madigan, Deborah Edelman, Linda MacElwee, Katy Brantley, Mary Mayeda, Joe Scriven, Chris Bartow, Jake Stubberfield, Rob Kinicki, Marisela de Santa Anna

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS 9:22am
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) Yes, Add Discussion of financials 6-5, and handouts 7-4, and move 5-4 to section VII as no decisions will be made.
III.	PUBLIC COMMENT None
IV.	CONSENT CALENDAR 4-1 November 19, 2019 Board of Director (BOD) Minutes - <i>Craig motioned, Peter seconded, ALL in favor.</i>
V.	ACTION ITEMS
	5-1 Board approval of Financial Statements and Warrant Requests for: November 2019
	5-2 Confirm Jen Riddell as Associate Director of Mendocino County Resource Conservation District. <i>Cathy motioned, Peter seconded, ALL in favor.</i>
	5-3 Approval of vetted Paid Time Off (PTO) Policy. <i>Megan described, Cathy motioned, Craig seconded, ALL in favor.</i>
	5-4 Closed Session 1:30 to 3:30 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code 54957) Title: Executive Director – Community Foundation Conf Room 204 S Oak St.
VI.	DISCUSSION ITEMS
	6-1 Cannabis BMP Guide video showing - 10 minutes
	6-2 Board development – Lisa Bauer
	6-3 Board and staff workshop for development of 5-year Strategic Plan update. Questionnaire review. <i>Discussion and recommended modifications will be incorporated into final survey. Facilitator for Offsite will be Dennis Boucher. Date set for February 6th, location TBD.</i>
	6-4 Giving Tuesday – Deborah <i>Request to Board members to reach out to their networks</i>
	6-5 Financial discussion by John Hansen. <i>Informational.</i>
	INFORMATIONAL ITEMS
VII.	7-1 NRCS Report 7-2 Director Reports 7-3 Staff Reports and Grant Status 11:30 – 1:30 Holiday Potluck Celebration 1:30 – 3:30 Board Closed Session at Comm Foundation Conf Room, 204 S Oak St. 3:45 – Board reports back to MCRCD 3:50 – Adjournment
	AGENDA SETTING
VIII	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 January 21, 2020

Miscellaneous ACTION ITEMS

1. Add Strategic Planning time to next month's agenda.
2. Since there is only one more Board meeting before Strategic Planning Offsite, Megan will send some material before the end of January for the Board to review in preparation for the Feb 6th event.
3. Megan to send out marked up version of last Strategic Plan