



**BOARD MEETING MINUTES**  
**JULY 12, 2023**

**ATTENDEES:**

- DIRECTORS:** Vince Garland, Frank Johnson, Trent Jones, Robert Pickett, Bobby Vanlandingham, Richard Wilkins
- STAFF:** Joanna Balderson, Lowery Becker, Kelly Brann, Kathy Clarke, Brandon Dillistin, Aaron Saunders
- PARTNERS:** Brody Ellis (NRCS), Brent Hunsinger (FOR), Lucee Kossler (NRCS), Dylan Lockwood (NRCS), Marissa Roland (DCR)

**CALL TO ORDER:**

Chairman Robert Pickett opened the meeting at 12:32PM.

**MINUTES:**

The Minutes from the June 28, 2023 Board Meeting were presented for review. *Trent Jones moved to accept the Minutes as presented. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

**TREASURER'S REPORT:**

The Treasurer's Reports for June 2023 were accepted as presented and filed for audit.

**BUSINESS:**

- 1. FY 22/23 Carryover Budget (see attached)**  
*Vince Garland moved to approve the FY 22/23 Carryover Budget. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*
- 2. FY25 Attachment D: Budget Template (see attached)**  
Kathy Clarke outlined the details behind preparing the biennial Budget Template including the programs that can and cannot be funded out of General Assembly funds. She noted the need to advocate for a sustainable increase in Admin/Ops funding versus Technical Assistance. *Richard Wilkins moved to approve the FY25 Attachment D: Budget Template as presented. Trent Jones seconded the motion. Motion carried unanimously.*
- 3. August 2023 Board Meeting**  
Kathy Clarke noted that historically the Board has not met in August and reported that she is unaware of any pressing business that would necessitate a meeting. *Bobby Vanlandingham moved to not have an August 2023 Board Meeting. Vince Garland seconded the motion. Motion carried unanimously.*

**4. Graves Mountain Training – August 22-24, 2023 (see attached)**

Anyone wishing to attend was directed to contact Kathy or Joanna for group registration purposes.

**5. VCAP 2023 Payment Approvals (see attached)**

**Paul Leslie Contract #08-23-005 totaling \$23,800.00**  
**Lisa Vodvarka Contract #08-23-006 totaling \$15,160.00**

A discussion ensued and Robert Pickett requested that the square footage of the projects be available in the future. Lowery Becker clarified that Living Shoreline projects have a ten-year lifespan and must be maintained for that period.

The Board was surveyed to identify any known conflicts of interest, none were noted.

***Richard Wilkins moved to approve the payment of VCAP Contract #08-23-005 & Contract #08-23-006. Vince Garland seconded the motion. Motion carried unanimously.***

**6. Local Work Group Meeting**

Lucee Kossler with NRCS conducted the portion of the Local Work Group Meeting (see attached).

**COMMITTEE REPORTS:**

**AG COMMITTEE** – Brandon Dillistin presented *Recommendations from the Technical Staff* (see attached). The individual items brought to the Board for approval were:

**I. Approval of COIA Tax Credit**

**WP-1: Allen Garland Application Totaling \$1,640.20**

***Richard Wilkins Moved to approve. Trent Jones seconded the motion. Motion carried unanimously. (Vince Garland excused himself from the room during discussion and returned after voting was complete).***

**COOPERATING AGENCY & STAFF REPORTS:**

**DCR** – Marissa Roland - see attached report.

**NRCS** – Lucee Kossler – see attached report.

**FOR** – Libby Bieri – see attached report.

**PC/PWR** – Robert Pickett – see attached report.

**VCE** – Trent Jones – see attached report.

**STAFF** – Kathy Clarke - see attached report.

**STAFF** – Brandon Dillistin - see attached report.

**STAFF** – Joanna Balderson – see attached report

**STAFF** – Lowery Becker – see attached report.

**STAFF** – Kelly Brann – see attached report.

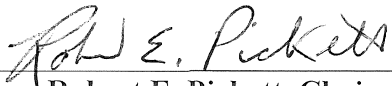
**STAFF** – Aaron Saunders – see attached report.

**NEW BUSINESS:**

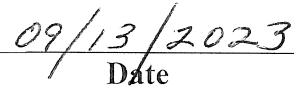
**NEXT MEETING:** Wednesday, September 13<sup>th</sup> at 6PM in the NNSWCD Conference Room

**ADJOURNMENT:**

*Bobby Vanlandingham moved to adjourn the meeting. Vince Garland seconded the motion. Motion carried unanimously.* The meeting adjourned at 2:15PM.



Robert E. Pickett, Chairman



Date