

BOARD MEETING MINUTES
DECEMBER 13, 2023

ATTENDEES:

DIRECTORS: Faye Andrashko, Vince Garland, Frank Johnson, Trent Jones, Billy McCarty, Robert Pickett, Shirley Powell, Richard Wilkins

ASSOCIATE

DIRECTORS: E. Derwin Booker, Jr.

STAFF: Kathy Clarke, Brandon Dillistin, Joanna Balderson

OTHER: Lewis Walker, III (Director-Elect Lancaster)

CALL TO ORDER:

Chairman Robert Pickett opened the meeting at 6:30PM.

MINUTES:

The minutes from October 11, 2023 and November 15, 2023, Board Meetings were presented for review. *Richard Wilkins moved to accept the Minutes as presented. Frank Johnson seconded the motion. Motion carried unanimously.*

TREASURER'S REPORT:

The Treasurer's Report for October and November 2023 were accepted and filed for audit.

BUSINESS:

1. 2024 Board Meeting Schedule (see attached)

Richard Wilkins moved to approve the 2024 Board Meeting Schedule as presented. Vince Garland seconded the motion. Motion carried unanimously.

2. Nominating Committee's Slate of Officers: January 1, 2024 – December 31, 2025

Vince Garland noted that he had spoken with the current officers and all were in agreement to serving another 2-year term: no one else had expressed an interest. *Richard Wilkins moved to close nominations for the Slate for calendar years 2024 and 2025 consisting of the existing Slate of Officers. Trent Jones seconded the motion. Motion carried unanimously.*

Chairman – Robert Pickett

Vice-Chairman – Frank Johnson

Treasurer – Vince Garland

Secretary/FOIA Officer/Record Retention Officer – Kathy Clarke

3. 2024 Committee Slate Input (see attached)

Kathy Clarke presented the DRAFT 2024 Committee Slate and asked for everyone to look over and let her know of any changes that need to be made prior to January 10, 2024 Board Meeting. All Directors are asked to serve on at least two Committees.

4. Oath of Office Paperwork Reminder

Kathy Clarke reminded all elected Director's that they would be receiving paperwork in the mail to take their Oath of Office; this task must be completed by December 31, 2023.

5. Associate Director Approval – H. Shirley Powell

Richard Wilkins moved to approve H. Shirley Powell as an Associate Director effective January 1, 2024. Vince Garland seconded the motion. Motion carried unanimously.

6. Conservation Plan Approvals (see attached)

Brandon Dillistin presented the list of Conservation Plans from NRCS for approval (see attached). *Faye Andrashko moved to approve the list of Conservation Plans as presented. Trent Jones seconded the motion. Motion carried unanimously.*

7. Potomac Watershed Roundtable Representation

Robert Pickett agreed to continue as the NNSWCD member with Richard Wilkins as the alternate. *Faye Andrashko moved to approve. Billy McCarty seconded the motion. Motion carried unanimously.*

8. 2023 Tax Credit Approvals (see attached)

Brandon Dillistin presented staff recommendations for CY23 Tax Credit approvals (see attached). *Richard Wilkins moved to approve as presented. Vince Garland seconded the motion. Motion carried unanimously.*

COMMITTEE REPORTS:

PERSONNEL COMMITTEE - Robert Pickett, Committee Chair, reported that the Committee met on November 15, 2023. The DRAFT Minutes and Recommendations from that meeting were presented for review (see attached). The individual items brought to the Board for approval were:

1. Mid-Year Employee Reviews

2. FY 23/24 Payroll Budget

Billy McCarty moved to certify that the Mid-Year Employee Reviews took place and ratify the issuance of the 2023 Annual Bonus checks on December 1, 2023 in the gross amount of \$2,500 for each employee as well as individualized performance-based adjustments as outlined in the FY 23/24 Payroll Budget. Trent Jones seconded the motion. Motion carried unanimously.

TECHNICAL REVIEW COMMITTEE – Brandon Dillistin reported that the Committee met on November 1, 2023. The Draft Minutes and Recommendations from the meeting were presented for review (see attached). The individual items brought to the Board for approval were:

I. The Review and Approval of 4 Resource Management Plans

Trent Jones moved to approve the Resource Management Plans 08-23-0004, 08-23-0005, 08-23-0006, and 08-23-0007 as recommended by the TRC. Faye Andrashko seconded the motion. Motion carried unanimously.

NEW BUSINESS: Robert Pickett shared that at the Area III Winter Meeting he announced his candidacy to serve as the Area III member representative on the Virginia Soil & Water Conservation Board. A vote will occur at the 2024 Area III Spring Meeting.

NEXT MEETING: Wednesday, January 10, 2024, at 12:00PM in the NNSWCD Conference Room.

ADJOURNMENT:

Richard Wilkins moved to adjourn the meeting. Shirley Powell seconded the motion. Motion carried unanimously. The meeting adjourned at 6:46PM.


Robert E. Pickett, Chairman


Date