

**Minutes**  
**Marion Soil and Water Conservation District (MSWCD)**  
**Regular Board Meeting**

**CALL IN NUMBER: (515) 604-9578**

**ACCESS PIN: 633286**

June 9, 2020

9:30 AM

PLEASE NOTE: Individuals wishing to address the Board will need to sign in. A three-minute time limit will be administered to each of these individuals. PLEASE MUTE ALL PHONES. Thank you.

**Call to Order**

The meeting was called to order by Chairman Justin Albright at 9:31 AM.

**Roll Call**

- Justin Albright, Chairman
- Richard McGinley, Vice-Chairman
- Vivi Serena, Secretary
- Tom Cartwright, Treasurer
- Brent London, Supervisor

**Others in Attendance**

- Nick Godano, MSWCD Staff; arrived at 9:33 AM
- Lida Iravani, MSWCD Staff
- Ann Bishop, MSWCD Staff

**Proof of Publication**

- Star-Banner – Sent via email, June 2<sup>nd</sup>, and the yearly schedule on December 9<sup>th</sup>
- Florida Administrative Weekly – It was posted by AFCD in FL Admin Weekly, they were sent the info on December 20<sup>th</sup>.
- Ocala Service Center's Front Window – Posted, January 2<sup>nd</sup>
- Marion County Board of County Commissioners – Posted, June 2<sup>nd</sup> and posted, yearly schedule on January 2<sup>nd</sup>

**Chairman's Comments Regarding the Agenda**

**Public Comments on the Agenda Items Only**

**CONSENT AGENDA**

(A motion to approve the items on the consent agenda is to approve items if unanimous consent from last workshop meeting.)

1. MSWCD Board Minutes
2. MSWCD Board Financial Report

**PROPOSED MOTION:** Tom Cartwright moved that the MSWCD consent agenda be approved as presented. Richard McGinley seconded; all were in favor.

**Action Items**

1. Tom Cartwright to research grants for septic tanks and to speak with Clegg Hooks

2. Vivi Serena to take a one-hour course for Ameris ACH
3. Richard McGinley and/or Justin Albright to speak with Growth Services
4. Richard McGinley and Brent London to speak to school official(s) and the School Board, regarding the SC Farm Bureau Book Club
5. Justin Albright to speak with Junior Achievement regarding Farm Inc
6. Supervisors and staff to attend the Annual AFCD Meeting, September 9<sup>th</sup> thru the 11<sup>th</sup>
7. The Board to reach out to Farm Bureau to speak at a workshop about partnering locally
8. The Board to evaluate the contests next year to see which ones should be eliminated
9. The Board to develop a pamphlet or brochure with pictures of what we offer to the constituents
10. The Board to grant \$100 stipend to the Speech winner for travel to the Area II Meeting Competition
11. The Board to look into other book options for the local schools
12. The Board to look into the cost of licensing and bonding
13. The Board to speak with our local Senators and Representatives regarding what the Board offers
14. Ann Bishop to reach out to other districts regarding the ADA Compliance templates
15. Ann Bishop to update the website
16. Ann Bishop to purchase auctions items for the annual AFCD meeting, not to exceed \$100

## **AGENDA**

### **1) Financials**

- **Update**  
Tom Cartwright gave an update.
- **Licensing & Bonding**  
Ann Bishop is in the process of gathering information for a quote from a local agent, and hopefully, she will have this information by next meeting.

### **2) MCBCC**

- **Commissioner One on Ones**  
The Board discussed this and agreed to have Ann write a letter. The Board will review the letter that will be sent to the Commissioners.
- **Budget Workshop**  
The budget workshop is scheduled for July 16, 9 AM, at the auditorium.
- **Large-Scale Amendment**  
The County sent an email regarding a large-scale amendment, and Ann Bishop forwarded it to the Board for review. The Board discussed this and wishes not to respond at this time.

### **3) NRCS Report**

- **Program Update**  
Ann Bishop gave an update on NRCS programs.
- **MSWCD Monthly Activities Report**  
Reviewed.

#### 4) FDACS Report

- **Technician Performance Monitoring**

Reviewed.

- **Cost Share Materials**

Lida gave an update on these materials.

- **Brochure**

- **Flyer**

**PROPOSED MOTION: Richard McGinley moved that this cost share materials be approved as presented. Vivi Serena seconded; all were in favor.**

- **Cost Share Update**

Lida Iravani, Nick Godano and Ann Bishop gave an update. Ann mentioned that she is finishing the last invoice, so the cost share is finished for this fiscal year with \$2252.39 remaining for an excess of \$6921.01 thus far from the contract, which will be applied to next year's funding. The Board also discussed cost share funding and how it is given to producers.

- **Agreements**

- **Brian Allison (\$3000.00, approved via email: 3 in-favor, 2 no-response)**

**PROPOSED MOTION: Tom Cartwright moved that this cost share agreement be approved. Brent London seconded. All were in favor.**

#### 5) Staff Report & Recap

- **District Update**

- **AFCD**

- **Staff**

Kaylee Durrance is no longer working with AFCD, and they will not replace her position.

- **Website**

AFCD is in the process of hiring a new web host. Our website was down for a little bit but is back up and running. Lida Iravani and Ann Bishop are working on updating it.

- **Annual Meeting**

AFCD is wanting a count for all those who are planning to attend the annual meeting on September 9-11. Lida Iravani, Justin Albright, Vivi Serena and Ann Bishop all are potentially going. The AFCD area meetings are still be discussed.

- **FCDEA Survey**

FCDEA in conjunction with the State sent out an email with a survey that they would like Boards to respond by July 3<sup>rd</sup>. Lida Iravani is working on this.

- **Contests**

- **Awards**  
The awards were all dispersed. Tom gave an update on the scholarship virtual ceremony.
    - **2020-2021 Fiscal Year**  
The theme for next year is Healthy Forest Healthy Communities. The Board briefly discussed the contests. They decided to move forward with all the contests as is and to adjust any schedules due to the pandemic as situations arise. Vivi suggested replacing the speak contest this upcoming year with a rain barrel painting contest. Each school could enter one barrel. The District would also provide these to the school. The Board discussed this, and all were in favor. Vivi stated that she will provide the rules for the Board. Ann would like to discuss this upcoming year's contests further at the next meeting.
  - **Miscellaneous**
    - **Apparel**  
Ann gave an update on the apparel for the Board.
    - **Classes**  
Ann gave an update on the classes she has been attending.
    - **Audit**  
Ann mentioned that the audit is due at the end of the month. Ann reached out to the auditor asking what they need and gave them a copy of the District's QuickBooks. The auditor stated that she will be in touch if she needs anything else.
    - **Financial Disclosures**  
Ann reminded the Board that all financial disclosures are due at the end of the month by midnight on July 1<sup>st</sup>.
    - **Qualifying Period**  
Ann reminded the Board that the qualifying period for seat 3 (Brent), seat 2 (Tom), and seat 4 (Richard) need to be done by the 12<sup>th</sup>.
    - **Travel**  
Ann sent an update and will continue to send updates as they become available.
  - **Workshop**  
**PROPOSED MOTION: Vivi Serena moved that MSWCD cancel their June and July workshops, scheduled on June 23<sup>rd</sup> and July 28<sup>th</sup>, but combine these workshops with the regular board meetings, which proceed these workshops scheduled on July 14<sup>th</sup> and August 11<sup>th</sup>, respectively. Tom Cartwright seconded; all were in favor.**

## 6) Upcoming Events

**Reviewed.**

- Qualifying Period – June 8/12
- FDACS Reporting Due – June 15
- 990 N Due – June 15
- FCDEA Meeting – June 16
- MSWCD Workshop – June 23
- Financial Disclosure/Audit Due – June 30
- End of Fiscal (State) and Quarter (County) – June 30
- AFCD Webinar – July 1
- Fourth of July – Office Closed – July 3 (Observed)
- MSWCD Meeting – July 14
- FDACS Reporting Due – July 15
- Budget Hearing – July 16
- MSWCD Workshop – July 28
- BMP Quarterly Meeting – August 5

**7) General Public Comments**

**8) Supervisor Comments**

Tom asked about ACH, but staff has not heard whether it was required or recommended by the State yet. Tom also suggested that all teachers who compete in our contests get a small incentive to use our funds. Other opportunities regarding funding was discussed, and the Board agreed to discuss this at another meeting.

**9) Meeting Adjournment**

**With no other business needing to be addressed, Justin Albright adjourned the meeting at 10:22 AM, until our next meeting.**

Our next board meeting is scheduled for June 23, 2020 at 9:30 AM at the USDA Ocala Service Center, unless the Board cannot meet at the Service Center due to the pandemic; then, the meeting will be held via teleconference.

**MSWCD's regular meetings are held at 9:30 AM on the 2<sup>nd</sup> Tuesday of each month and their workshops are held the 4<sup>th</sup> Tuesday of each month at 9:30 AM. Both meetings are located at the USDA Ocala Service Center's Conference Room at 2441 NE 3<sup>rd</sup> St., Ste 204-2, Ocala, FL 34471 For more information, call (352) 414-7808.**