



Antrim Conservation District
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ANTRIM CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING MARCH 14, 2022 4PM APPROVED MEETING MINUTES

Call meeting to order by Chairman Smith at 4:16pm

Attendance Board/Partners/Staff/Public: Mike Meriwether, Bryan Smith, Kyle Williams, Heidi Shaffer, Zach Gosnell, Melissa Zelenak, and Caitlyn McSweeney-Steffes, directors Wolff & Johnson absent due to travel

Agenda Review and Approval: *Motion by McSweeney-Steffes, second by Gosnell, to approve with addition of New Business, MSUE Strategic Plan, motion carries 3-0*

Public Comment n/a

Partner Report: MDARD, MAEAP, NRCS (none submitted), CAKE, AC BOC (verbal)

Approval of Minutes: *Motion to approve by McSweeney-Steffes, second by Gosnell, motion carries 3-0*

Financial Review and Requests: Approval to pay February bills and approve income and expense statement. *Motion to accept by McSweeney-Steffes, second by Smith, motion carries 3-0*

Grant Updates

Submitted:

- Watershed council support grant-HS/KW/MZ: Shaffer reports grant was not approved due to complexity of the application, refers to Zelenak to follow up with grantor
- MiStream-KW
- CAKE-ACD Fiduciary Charlevoix Community Foundation Purple Loosestrife
- GRNA-ACD Fiduciary MiStream start up monitoring program

To Accept:

CAKE MISGP grant of \$60,000
Motion by McSweeney-Steffes, second by Smith, motion carries 3-0

Ongoing:

MDARD Grant Status/Deadlines
April 7, July 7, and Oct 5 Quarterly Tracking Report

July 7 Summary of Conservation Needs Assessment
Oct 5 Annual Business Plan for 2021

Consent Agenda/Accept Reports

Staff reports: ED (verbal), Forestry (verbal), Soil (attached)

Committee Reports: Finance, Personnel, & Policy, Education & Outreach

Motion by McSweeney-Steffes, second by Gosnell, to accept reports, motion carries 3-0

New Business

Staff work plans: Zelenak reports all plans completed, to review further with staff

Board stipends & training budget:

Motion by Gosnell, second by McSweeney-Steffes, to approve monthly stipend board meeting payments to the board in the amount of \$50. Roll call vote: Smith, yes, Gosnell, yes, McSweeney-Steffes, yes motion carries 3-0

Motion by McSweeney-Steffes, second by Smith to approve stipends in the amount of \$25 for directors attending committee meetings. Roll call vote: Smith, yes, Gosnell, yes, McSweeney-Steffes, yes motion carries 3-0

Motion by Gosnell, second by McSweeney-Steffes, to approve \$100 allowance per year per director for training and travel purposes. Motion by McSweeney-Steffes, second by Smith to approve. Roll call vote: Smith, yes, Gosnell, yes, McSweeney-Steffes, yes motion carries 3-0

Grant application and approval process: Referred to Finance, Personnel & Policy committee

Staffing changes:

Shaffer has submitted her resignation, she will work through May 6, 2022. *Motion by McSweeney-Steffes, second by Gosnell, motion carries 3-0*

MSUE Strategic Plan:

Zelenak requests approval of up to \$1000 for MSUE staff to perform in depth training and production of a strategic plan for the ACD, two meetings to be scheduled with board and staff to collect input to prepare the plan. *Motion by McSweeney-Steffes, second by Smith to approve expenditure. Roll call vote: Smith, yes, Gosnell, yes, McSweeney-Steffes, yes motion carries 3-0*

Old Business n/a

Upcoming

- March 15-18 MZ away
- March 25, 1pm Affinity computer review
- April 2, Forest Therapy Walk Cedar River

- April 4, BOD Committee Meetings: FP&P 1pm, E&O 2pm, B&P 3pm
- April 20, BOD Monthly Meeting 4pm
- April 18th Mike picks up tree sale orders, staff and volunteers assemble customer packages by the 20th
- April 22 and 23 Tree Sale Pick Up days
- May 4, Contractor's Workshop at The Blue Pelican Inn
- May 28, Petoskey Stone Festival & ACD Native Plant Sale

Meeting adjourned by Chairman Smith at 5:08pm