



Providing resource conservation for a quality environment demonstrated through active leadership, cooperation and partnership

**Board of Supervisors
July Regular Monthly Meeting
July 25th, 2016 7:00 P.M.
Held at the Whitfield Wildlife Conservation Education & Visitor Center
2424 Hwy 47, Belen, NM**

Board of Supervisors Attending: Chair Abel Camarena, Vice-Chair Teresa Smith de Cherif, Treasurer Andrew Hautzinger, Supervisor P. Joseph Moya, Supervisor Jim Lane, Supervisor Jeff Goebel **Absent:** Supervisor Richard Bonine

Others Attending: NRCS District Conservationist Pearl Armijo, District Manager Madeline Miller, Administrative Assistant Jasmine Martinez and Whitfield Project Manager Ted Hodoba.

Meeting Minutes

1) Call to Order: Chair Abel Camarena verified quorum and called the meeting to order at 7:03 pm.

Motion was made to approve the Agenda.

1st: P. Joseph Moya

2nd: Jim Lane

No further discussion.

For: all

against: 0

Abstain: 0

Absent: 1

Motion carried.

2) Approval of June 27th, 2016 Meeting minutes: Board reviewed June meeting minutes. **Motion was made to approve the meeting minutes for the June 27th Regular Meeting of the Board as written.**

1st: Andrew Hautzinger

2nd: Teresa Smith de Cherif

No further discussion.

For: Andrew Hautzinger, Teresa Smith de Cherif, Jim Lane, Jeff Goebel

Against: 0

Abstain: Abel Camarena (absent 6/27 meeting)

Absent: 1

Motion carried.

3) Reports:

- **NRCS Report:** Pearl Armijo provided the monthly NRCS written report. The annual Local Work Group meeting was set for Monday August 22nd from 2pm–4pm. The August Regular Board meeting will be scheduled for 4pm on that day.

- **NMDA Report:** Katie Mechenbier was not present but a written report was provided. Jeff Goebel noted that he will be unable to attend the upcoming public meetings regarding the Cibola Forest Revision Plan draft. Madeline noted she would attend one of the meetings in August. Also public comments could be made through their website.
- **Whitfield Project Manager's Report:** Ted Hodoba provided his written report; the new shade structure was completed, The Desert Willow Festival on August 13th, and Whitfield booth at Viva New Mexico August 5-7. Jasmine Martinez provided the education report; the teacher workshop grant was approved by A.I. Pierce Foundation. Two summer tour groups at WWCA this past month.
- **District Manager's Report:** Written report provided. She noted the Stacy Unit road agreement would now be pursued by Ted.
- **Rural Climate Policy Platform:** Jeff Goebel provided an update on his local initiatives on climate resiliency. He also discussed VSWCD hosting a legislative day at WWCA possibly in September. Jeff was elected NMACD Region 1 Vice President at the summer regional meeting.
- **Cibola Forest Revision Plan:** Information noted under NMDA report.

4) New Business:

- **Reorganization of Officers:** No Board Officer changes were made. A list of committees, with charter status would be provided for Board review at the August meeting.
- **East Valencia Urban Gardens Project Award:** NACD RFP grant was approved to sponsor the salary for a program coordinator for this initiative. The initial agreement and public notice were presented for Board review The VSWCD is the fiscal agent and the Financial Assistance committee will navigate this project.

Motion was made to approve an expenditure up to \$500 to have Jason Marks review and provide comment on the MOA to be submitted for the East Valencia Urban Gardens Project.

1st: Teresa Smith de Cherif 2nd: Andrew Hautzinger Further discussion included designating Jacobo Martinez as the point of contact within the MOA.

For: all Against: 0 Abstain: 0 Absent: 1 Motion carried.

Motion was made to authorize the chair sign the NACD Urban Agriculture Conservation Grant Initial Transaction Agreement.

1st: Teresa Smith de Cherif 2nd: Andrew Hautzinger No further discussion.

For: all Against: 0 Abstain: 0 Absent: 1 Motion carried.

5) Regular District Business:

- **Budget & Accounting: 1) June 2016 Expenditures Report:** The Board reviewed the June 2016 expenditures report, **2) Year End DFA Report due:** The Board reviewed the

yearend financial reporting to be submitted to the Department of Finance and Administration and Resolution #1-2017 was presented for Board approval. Andrew Hautzinger noted his review of all adjustments made to the books by the accountant Chris Fogel and stated his approval of all entries., **3) FY2017 Final Budget for DFA approval:** The Board reviewed the final proposed budget with additions to salaries, and equipment needs and Resolution #2-2017 was presented for Board approval, **4) Annual membership dues (Memo):** The Board reviewed all standing annual membership dues and considered membership with the National Association of Conservation Districts**5) Wells Fargo payroll service: costs of payroll services needed;** tabled to August meeting, **6) Office Equipment property disposal was** tabled to August meeting.

Motion was made to approve June 2016 Expenditures.

1st: Jim Lane **2nd: P. Joseph Moya** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 1** **Motion carried.**

Motion was made to approve Resolution #1-2017 Year End DFA Report.

1st: Teresa Smith de Cherif **2nd: P. Joseph Moya** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 1** **Motion carried.**

Motion was made to approve Resolution #2-2017 FY 2017 Final Budget.

1st: Teresa Smith de Cherif **2nd: P. Joseph Moya** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 1** **Motion carried.**

Motion was made to approve memo for all annual dues, including new membership with NACD, totaling \$1480 for the fiscal year.

1st: P. Joseph Moya **2nd: Jeff Goebel** **No further discussion.**
For: all **Against: 0** **Abstain : 0** **Absent : 1** **Motion carried.**

- **Land Use Plan Committee:** Jeff reported the committee would meet soon.
- **Financial Assistance Committee:** Revisions to the application have been finished. Madeline will be calling individuals who expressed previous interest to apply.
- **Property Disposal Committee:** Jim Lane researched state requirements for property disposal and made recommendations. Asbestos sampling has been completed, results indicated no asbestos present in the barns and the 'hut' in front of the worker's quarters.

Motion was made for the Property Disposal committee to assess requirements for disposal of main horse barn and hut and present for Board approval.

1st: Teresa Smith de Cherif **2nd: Andrew Hautzinger** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 1** **Motion carried.**

- **Whitfield Committee:** WWCA Preliminary budget and equipment needs were reviewed by the Board under budget and accounting.
- **Personnel Committee: 1) Personnel Committee Charter:** Reviewed by the Board and revisions were made, **2) Personnel policies:** Tabled until committee can review, **3) Annual plans:** Tabled to August meeting.

Motion was made to accept Personnel Committee Charter as amended.

1st: Teresa Smith de Cherif 2nd: Jim Lane No further discussion.
For: all Against: 0 Abstain: 0 Absent: 1 Motion carried.

- **Rio Abajo Committee:** There has been no progress on finalizing the split of property with the New Mexico Game and Fish Department (DGF). Jason Marks indicated communication has stalled. Chair to follow up with NMDGF. Ott lawsuit court date scheduled for August 5th.

6) Adjournment

Motion was made to adjourn the meeting at 9:51 p.m.

1st: Teresa Smith de Cherif 2nd: Jeff Goebel All in favor, motion carried.

Signatures:

Abel Camarena, Chair

Date

Jasmine G. Martinez, Administrative Assistant

Date