



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

**Board of Supervisor Monthly meeting
July 17th, 2021
Conducted remotely via Microsoft Teams**

Board of Supervisors attending: Chair Abel Camarena, Vice Chair Teresa Smith de Cherif, Treasurer Joseph Moya, Richard Bonine, Sue Small, Gail Goodman, and Duana Draszkievicz. Other staff attending: Business Manager Amanda Carrasco; Conservation Program Manager Johnny Chavez and District Director Andrew Hautzinger.

- ◆ **Call to order:** Chair Abel Camarena verified quorum and called the meeting to order at 9:02 a.m.
- ◆ **Agenda:** Smith de Cherif motioned to accept agenda with the modification that the Election Overview be removed. Bonine seconded. A roll call was conducted: Smith de Cherif–Yes Moya–Yes; Bonine–Yes; Small–Yes; Goodman–Abstained; Draszkievicz–Yes; Camarena–Yes. Unanimous vote carries.
- ◆ **June 19, 2021 Meeting Minutes:** Chair requests time stamps from the executive session be added to the June minutes. Smith de Cherif motioned that with corrections June 19, 2021 minutes be approved. Small seconded. The chair requested a roll call: Smith de Cherif–Yes; Moya–Yes; Bonine–Yes; Small–Yes; Goodman–Abstained; Draszkievicz–Yes; Camarena–Yes. Unanimous vote carries.
- ◆ **Public Notices:** No public comments were received prior to the meeting.
- ◆ **District Staff Monthly Report:** Director Hautzinger reported on the previous months' activities, including that he had conducted performance evaluations and was developing FY22 work plans to help keep the focus on our District goals. With our monsoon season here, Belen and the District met lots of flooding, touched upon in the staff report and well covered by the Valencia County News-Bulletin. Thankfully MRGCD came to the district and spent several days fixing the roads and ditches.
- ◆ On July 6th literally hours before the historic flooding started in Belen, there was passed by Belen Mayor Jerah Cordova and the Belen City Council a powerful Proclamation in support of the VSWCD and the Whitfield Complex, enumerating the many services the District provides to the City and its citizens, with a special focus on the area's youth, with Smith de Cherif on point for the District.

- ◆ Chair Camarena and Director Hautzinger attended the Annual NMACD Region 1 meeting on July 13th, hosted by the Cuba SWCD—great chance to network and visit with leadership of NMACD, NRCS and five sister SWCDs. In the Office of Business Manager, Carrasco has worked with CPA Chris Fogal to finalize the 4th Qtr. Budget & FY22 Proposed Budget and continues to receive training re: finances/accounting.
- ◆ The District’s Education Manager Allison Martin has been busy with the Summer Program outreach which has gotten many children excited and outside. The recent highlight is the Pathway to Stewardship Project from the Outdoor Equity grant. There were 20 youth signed up and we provided curriculum/activities, food and beverages for the most recent tours of Bosque del Apache and Sevilleta national wildlife refuges. They were excited to be outside especially receiving notebooks to start nature journaling and identifying the different flowers and trees. Also, during the Friends of Whitfield meeting on July 10th, Martin was approved for a 10-month part-time position for an Assistant for her program, solely funded through a generous donation from the Friends, somewhat made possible through proceeds from their smashing April 2021 Silent Auction. The EE Assistant position should start in September ‘21 and end by May of ‘22—Martin is super excited; good app’s already.
- ◆ Hautzinger mentioned this was a time of transition and how with Lindsey Diaz’s departure, District staff will all be supporting the EVUGP project to meet our obligations and to protect and enhance the community gardens.
- ◆ Finally, Johnny Chavez has been promoted, now fulfilling (on a career-conditional basis) the District position of Conservation Program Manager. Congrats to him—a well-earned advancement born of five years of being an inquisitive, hard worker developing a diverse skill set.
- ◆ **2021 Dan Goodman Scholarship Recommendations:** 2021 DG Committee Chair Small discussed the Dan Goodman scholarship award decision process, and requested consideration of a supportive motion. There were 3 applicants, and they were chosen with first place awarded \$700 and \$150 for the other 2 candidates. Draskiewicz stated she was happy to work the committee for the first time. (The awardees are expected to attend the 8-21-2021 Board meeting.) Bonine moved to accept the committee’s recommendation and Moya seconded. A roll call was conducted: Smith de Cherif—Yes; Moya—Yes; Bonine—Yes; Small—Yes; Goodman—Yes; Draskiewicz—Yes; Camarena—Yes. Motion passed unanimously.
- ◆ **Board Responsibilities:** Addressed by Chair Abel Camarena, stating that the communication of the Board should be constructive and whenever possible positive towards our district. Supervisors are elected officials representing all of the District’s citizens, and need to be mindful of what is said publicly and should strive to help put the District’s (warts and all) best foot forward. No supervisor has the authority to express opinions outside the scope of Board decisions or to speak on behalf of the

Board unless approved to do so, and all are obliged to keep their conduct ethical and follow the chain of command if there are any issues. The Director position supervises the staff, and is in turn supervised by the Chair of the Board.

- ◆ **FA Committee Update:** Supervisor Small discussed that the newly revised FY22 Financial Assistance documents are on our website for the Standard and Stand-Alone conservation projects. Soil testing is being conducted as usual. The next meeting will be held between September – October 2021. Standard applications are submittable through September 30th and the Stand-Alone program is on-going as funds remain.
- ◆ Hautzinger addressed the board regarding the **MRGV CIG Partnership** proposal, discussing the need for a commitment letter of an in-kind match of \$20k for an EE internship and landowner outreach/education. Draszkievicz moved to accept, Smith de Cherif seconded. Smith de Cherif—Yes; Moya—Yes; Bonine—Yes; Small—Yes; Goodman—Yes; Draszkievicz—Yes; Camarena—Yes. Motion passed unanimously.
- ◆ **Phase II Update:** Hautzinger informed the board that the building design drawings are final and that the bid window began on June the 26th and is slated to close on August 29th. So far no bids have been received, but the drawings are available for inspection at the WWCA Visitors' Center. Once Bids are closed then the bidders can make a presentation, requesting Board support. In the meantime, staff are working with NMFA to prepare our loan submittal, which could happen as soon as directly after the September 18th Board meeting, if a bid were approved.
- ◆ **FY21 Annual Action plan/Points System Submission:** Director Hautzinger submitted this overview outline as required by SWCC/NMDA per points system, which were also submitted. Smith de Cherif moved to accept and Bonine seconded. Chair did a roll call vote: Smith de Cherif—Yes; Moya—Yes; Bonine—Yes; Small—Yes; Goodman—Yes; Draszkievicz—Yes; Camarena—Yes. Motion passed by quorum majority.
- ◆ **Budget & Accounting: July 2021 expenditures review & approval:** Board Treasurer Moya presented the Board with the Bank reconciliation for the month of June. Goodman noted some discrepancies regarding stipend checks (which Business Manager Carrasco has since rectified, identifying an issue between bank and pay roll company who cut the stipend checks). Smith de Cherif motioned to accept the monthly bank reconciliation and Bonine seconded the motion. A roll call was conducted: Smith de Cherif—Yes; Moya—Yes; Bonine—Yes; Small—Yes; Goodman—No; Draszkievicz—Yes; Camarena—Yes. Motion carries by way of a quorum majority vote.

Resolution (No.1-2022) for FY21 Final 4th Quarter Budget: After Board review, Treasurer Moya requested to pass the final FY21 4th Quarter resolution, pending the amendments discussed re: June reconciliation. The board will be provided the amended report for review before submission to DFA. Bonine moved to accept with

discussed amendments the Resolution#1-2022, which was seconded by Smith de Cherif. A roll call was conducted: Smith de Cherif—Yes; Moya—Yes; Bonine—Yes; Small—Yes; Goodman—No; Camarena—Yes. Motion passed by quorum majority.

Resolution (No. 2-2022) for FY22 Final Proposed Budget: After discussion, Chair Camarena asked the Business Manager Carrasco to change the Personnel salary worksheet to DFA to reflect the new position of Conservation Mngr. for Johnny and the salary. Also to show no salary for the Field Crew Leader, which remains on the org chart but is unfunded. Smith de Cherif moved to accept Res.#2-2022. A roll call was conducted: Smith de Cherif—Yes; Moya—Yes; Bonine—Yes; Small—Yes; Goodman—No; Draskiewicz—Yes; Camarena—Yes. Motion passed by quorum majority.

◆ **Updates/Partner Reports/Correspondence/other:**

NMDA June-2021 Report from Katie Mechenbier: The Board perused an extensive monthly report with informative supporting doc's provided by our NMDA SWCD Specialist.

NRCS June-2021 Report (Martin Meairs, DC): No report from NRCS this cycle.

Correspondence: Director Hautzinger again mentioned the Proclamation from the City of Belen in support of the District, noting a Press Release was done for this item.

◆ **Supervisor Round Robin:** **Smith de Cherif was grateful to Chair Camarena for his support of the City Council of Belen's proclamation. Smith de Cherif has spoken with community members at the Farmer's Markets, hoping some will apply for our Financial Assistance. Was a pleasure to help at the Meadow Lake Garden, repairing hoop house. ** Supervisor Goodman attended the SWCC meeting and the MRGCD Board meeting and found them interesting. **Supervisor Bonine wants us to number the agenda and the documents so it's easier to read; Chair Camarena stated he will work with Staff to make it happen. **Chair Camarena noted he and Hautzinger attended the Region I NMACD Meeting in Cuba, hearing how our District is accomplishing a lot of different things and that we were used as an example at the meeting several times.

◆ **Adjournment:** The meeting adjourned at 11:45 AM per motion by Bonine with Smith de Cherif seconding. Smith de Cherif—Yes; Moya—Yes; Bonine—Yes; Small—Yes; Goodman—Yes; Draskiewicz—Yes; Camarena—Yes. Motion passed unanimously.

Signatures:

Abel Camarena, Chair _____

Date _____

Andrew Hautzinger, District Director _____

Date _____