



MINUTES  
10AM January 14, 2020  
3865 Main St. Kelseyville CA 95451

**CALL MEETING TO ORDER:** President Harry Lyons called the meeting to order at 10AM

Directors present: Victoria Brandon, Jim Bridges, William Lincoln, Harry Lyons, Shula Shoup, Merry Jo Velasquez,

Directors absent: Ron Yoder

Others present: Linda Juntunen, Greg Dills, Korinn Woodard

1. INTRODUCTIONS: none needed

2. PUBLIC INPUT: none

3. SAFETY MEETING “Workplace Violence” conducted by Lyons

4. APPROVE MINUTES

MOTION: Bridges moved and Brandon seconded to approve the minutes of the **December 10, 2019** meeting

Ayes: Brandon, Bridges, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: Lincoln

MOTION: Velasquez moved and Lincoln seconded to approve the minutes of the **December 20, 2019** special meeting

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

5. FINANCIAL REPORT

MOTION: Velasquez moved and Lincoln seconded to **accept the December financial report**

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

6. APPROVE & PAY BILLS

MOTION: Brandon moved and Velasquez seconded to **approve and pay current bills**

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

MOTION: after discussion, Velasquez moved and Lincoln seconded to **approve an anticipated invoice from CalForest Nursery** for mid-month payment up to \$3500

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

7. CORRESPONDENCE: none needing attention

8. ONGOING PROJECTS

- 8.1 Recruiting of Directors and Associate Directors: nothing new
- 8.2 Meisenbach Scholarship: Lyons has prepared a 2020 application that he will hand-deliver to the three eligible schools. There is still \$2000 in the fund.
- 8.3 Invasive Weed Tour. Brandon will reach out to Katherine Vanderwall and Paul Aigner about scheduling a May event
- 8.4 Field Days in the Creek: Lincoln will contact teachers, and aim for a mid- to late-May event.
- 8.5 Kids in the Creek: Velasquez has reached out to teachers but hasn't heard back yet.
- 8.6 Trout in the Classroom: Tony Blyleven will try to come to the February board meeting

9. REPORTS/UPDATES

9.1 Lake County Fire Safe Council Report - Laurie Hutchison (emailed)

- Writing multiple grant support letters.
- Planning use of Grant monies recently obtained for educational purposes.
- Coordinated outreach efforts with local agencies for events.
- Coordinating and meeting with multiple agencies discussing the possibility of bringing back prescribed burning to Lake Co.
- Discussing the next Lake Co Fuel Reduction/Post Fire Funding opportunity meeting with USFS.
- Met with local Firewise Community members re: updates, ideas and community event planning.
- Discussing grants and projects with various agencies.
- Assisting with creating new Firewise Communities.
- Participated in monthly agency meetings. Continuing to seek homeowner insurance solutions for Lake County.

9.2 NRCS Report - Korinn Woodard. Under the new Farm Bill some systems are being updated and computers converted. There are no program deadlines yet but funding will probably start early in March. NRCS payment on second round of funding for Tom Bendure has been received. His position is now dependent on grants through Napa RCD and CARCD. Most Directors have submitted hours for the Napa grant match.

9.3 Eightmile Valley Project - Greg Dills. December 11 site visit with Larry Ray: observed six areas that will require attention once the ground firms up. In general the project is holding up very well though the soft ground makes access tricky: it's now advisable to park at the end of the access road and walk onto the site.

9.4 Goats Rue Project - Greg Dills: no fieldwork, recently submitted annual report.

9.5 CalTrans Revegetation Projects - Greg Dills.

- Hwy 53: Tom Bendure finished planting acorns and the first phase is complete
- Middletown Trailside Park: three planting areas have been mowed and clearing, mulching, and planting are proceeding. Approximately 700 holes have been drilled and 400 seedlings are in the ground. The tree shelters and stakes have been received and taken to the site as needed along with all the native plants and two 1.5 cu. yd loads of mulch. Woodchip delivery damaged the road which will need repair later.

9.6 Reforestation Project. Invoices have been sent out and Scully is on track to store seedlings again. We don't have a delivery date yet but have requested the first week in February. Unfortunately so far we have only one order for Mendocino RCD's surplus seedlings totaling three boxes.

9.7 Native Plant Project. Velasquez: the subcommittee is planning several sales in the spring. Karen Sullivan is caring for approximately 150 plants left over from last year, but we will have to buy more from her (or CalFlora or Mendocino College) to get an appropriately diverse plant list. Karen is currently preparing inventory lists. Currently we intend to participate in the May 3 sale at Big Valley Grange and to partner with the Master Gardeners for a May 16 sale at the Ag center. Karen prefers to do this work on a per-plant basis without a contract.

## 9.8 President/Director Reports

- Lyons: continuing to give presentations on the Middle Creek wetland restoration project, and recently met with Habematotel reps to get them to sign on to the Blue Ribbon Committee support letter. The Middle Creek committee is going to meet with Paragon Partners to learn the status of property purchases in the project area. He gave our two bookkeepers (and Linda Juntunen) holiday poinsettias on behalf of the RCD to express our gratitude for their services.
- Velasquez: Lake County Land Trust recently received Wildlife Conservation Board funding that will allow them to close on the Wright Property on Manning Creek. They are currently working on access issues.
- Brandon: the Sierra Club is hosting a January 22 presentation by Berryessa Snow Mountain NM manager Rebecca Wong and a March 26 presentation by USFS District Ranger Frank Aebly on the North Shore fire recovery project.
- Lincoln: could the RCD partner with the Land Trust on a grant for wetlands restoration on the Wright property – quite possibly: we need to talk.

10. OLD BUSINESS: none

## 11. NEW BUSINESS

11.1 Marlene Wentz has sent a letter stating that her business is going to concentrate on tax preparation henceforward, and we therefore need to find another bookkeeper. Lyons has approached Tracy Klein who has a full client list but will consider the job. Juntunen: now has budget transfer and deposit forms on file. Lyons talked to Zach Pehling about starting the 2018-19 audit soon, while Wentz is still on board; Zach mentioned one other bookkeeper possibility.

11.2 Our agreement with Tom Bendure includes mileage payments for his work on the Napa grant, but he is not currently being reimbursed for his work under the CARCD grant.

MOTION: Shoup moved and Lincoln seconded to **reimburse mileage for work done under the CARCD grant** at the usual rate.

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

11.3 Discarding outdated paperwork. We need to rent climate-controlled storage but should first discard accumulated superfluous paperwork to determine how much space we need.

MOTION: Shoup moved and Velasquez seconded to authorize Dills and Juntunen to **sort and discard excess paperwork** according to the retention policy, with payment at their usual rates; and to authorize them to hire part-time assistance at a rate not to exceed \$17/hour.

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

12. GENERAL DISCUSSION: none

## 13. ADJOURN

MOTION: Velasquez moved and Brandon seconded to **adjourn the meeting** at 11:21AM

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none