



**Lake County Resource Conservation District**  
889 Lakeport Blvd. – Lakeport, CA 95453  
Phone (707) 263 4180  
E-mail [info@lakercd.org](mailto:info@lakercd.org)

**Harry Lyons**  
President

## BOARD MEETING MINUTES FOR JULY 9, 2024

### CALL MEETING TO ORDER

**CALL MEETING TO ORDER** Randy Krag, the Vice President of the LCRCDD Board of Directors, calls the meeting to order at 9:05 a.m. Alma de Paredes will take the Minutes.

**Directors Present:** Randy Krag, Kate Schmidt-Hopper, Shula Shoup, Merry Jo Velasquez

**Directors Absent:** Jim Bridges, Harry Lyons

**Others Present:** Alma de Paredes, Ken Ling, Erica Lundquist (NRCS), Megan McCluer (JAIDE), and Julia Sullivan.

1. **INTRODUCTIONS** and Consideration of extra items not appearing on the posted agenda. Julia Sullivan was introduced as the new Executive Director. Ken Ling was introduced as a director candidate as well as observer.
2. **PUBLIC INPUT** - Anyone may speak for 3 minutes on a subject not on the agenda; no action will be taken by the Board. Input can include comments and suggestions based on our Recommended Budget as published on June 6<sup>th</sup>, 2024, on our website and our bulletin boards.

Megan McCleur-Lopez led an informal FY24/25 budget spreadsheet overview to familiarize the directors of what is included as well as the difference between the Recommended Budget versus the Adopted Budget which will be confirmed in August. She confirmed that the personnel numbers are correct, expenses still need to be covered and that FY23/24 books are in the process of being closed. Possible benefits (401K, health stipends, training costs) were also discussed.

### 3. BOARD REVIEW AND UPDATES

3.1 ROLL CALL on Written Project Reports by Staff – Julia Sullivan discussed the need to streamline the staff's monthly report process so that all can be received prior to the Board Meeting. She also introduced the new LCRCDD emails format:  
[FIRSTNAME].[LASTNAME]@lakercd.org.

### 3.2 ROLL CALL on Ongoing Projects with Board Hosts:

Harry Lyons – Absent.

Jim Bridges – Absent.

Randy Krag – No activity in the Invasive Weed Committee.

Kate Schmidt-Hopper – All projects have been completed.

Shula Shoup – Nothing to report.

Merry Jo Velasquez – Nothing to Report.

3.3 UPDATE on Financial Transition – Megan McCluer – Payroll is now connected to the LCRCB bank for auto deposit of payroll checks. Will be working on A/P, A/R and closing out the 23/24 FY with the CPA. Inhouse Bookkeeper candidates have been identified and interviewed.

3.4 UPDATE on NRCS Activities - Erica Lundquist – Confirmed that she is working with an intern who also works in Mendocino. Continuing to identify conservation position candidates. Soil/Conservationist position could be utilized by both the RCD and NRCS. Brought up the Local Workgroup Meeting outreach opportunity to review what is needed at a local level. Will work with Julia Sullivan to identify long-term strategies to meet Forestry needs and goals and how best to meet contract obligations.

### 3.5 UPDATE by President and Directors

Harry Lyons – Absent.

Jim Bridges – Absent.

Randy Krag – Interviewing Soil/Conservationist and Bookkeeper candidates.

Kate Schmidt-Hopper – Actively seeking potential director candidates.

Shula Shoup – Nothing to report.

Merry Jo Velasquez – Nothing to report.

**4. SAFETY MEETINGS** – Skidding (June) & Trenching and Shoring (July) – Will revisit at the August 2023 Board Meeting

**5. DISCUSSION** – Does not include action.

5.1 Report on 06/22/24 Board Workshop: Questions; Concerns; Comments; Actions – Agreed to address the questions and concerns that came up to the Executive Director at a future Board Meeting. The President-elect will send via email a formal request to the Executive Director to address the questions and concerns that arose at the Workshop. Also address the roles and responsibilities of each director.

5.2 Board Officer Nominations – President, Vice-President, Secretary – Add Positions?

**Motion to Nominate Randy Krag as President, Kate Schmidt-Hopper as Vice President, and Merry Jo Velasquez as Secretary:** Kate Schmidt Hopper; **Seconded:** Shula Shoup

**Aye:** Randy Krag, Merry Jo Velasquez,

**Nays:** None

**Absent:** Bill Bridges, Harry Lyons

**Abstained:** None

5 5.3 General Discussion – A show of gratitude to both incoming and outgoing RCD personnel. Discussion of outreach events for internal and external participants and partners.

6. **ACTION** – Includes discussion.

6.1 VOTE on Approval of June 11, 2024, Board Meeting Minutes

**Motion to Approve Minutes of the June 11, 2024, Board Meeting:** Merry Jo Velasquez

**Seconded:** Kate Schmidt-Hopper

**Aye:** Randy Krag, Shula Shoup

**Nays:** None

**Absent:** Jim Bridges, Harry Lyons

**Abstained:** None

6.2 VOTE on Acceptance of Financial Report

**Motion to Reject Financial Reports:** Merry Jo Velasquez; **Seconded:** Kate Schmidt-Hopper

**Aye:** Randy Krag

**Nays:** None

**Absent:** Jim Bridges, Harry Lyons

**Abstained:** Shula Shoup

6.3 VOTE on Approval and Payment of Bills

**Motion to Approve and Pay Bills:** Merry Jo Velasquez; **Seconded:** Shula Shoup

**Aye:** Randy Krag, Kate Schmidt Hopper

**Nays:** None

**Absent:** Jim Bridges, Harry Lyons

**Abstained:** None

7. **NEW BUSINESS** – Kate Schmidt Hopper mentioned the possibility of collaborating with local farmers to utilize equine manure piles as a source of compost for sustainable farming practices.

8. **CLOSED SESSION** - None

## 11. ADJOURN

**Motion to Adjourn:** Merry Jo Velasquez; **Seconded:** Shula Shoup

**Aye:** Randy Krag, Kate Schmidt-Hopper

**Nays:** None

**Absent:** None

**Abstained:** None

The meeting was adjourned at 11:55 a.m.