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Western Shasta Resource Conservation District (WSRCD)

MINUTES OF THE SPECIAL BOARD MEETING

Wednesday, June 12, 2024, 9:00 a.m. to 10:06 a.m.

MEETING

Board Members Present: Dennis Heiman (President), Matt Plummer (Director), Kathy Grissom (Director), John Moore (Director), Robert Bailey (Director), And Mike Berry (Director).

Others Present: Maureen Teubert, Buffy Gray, Sharon McBroome and Karl Drexel (WSRCD Staff)

Dennis Heiman called the meeting to order at 9:00 a.m.

Consent Agenda: None

Additions/Changes to Agenda:

Public Comment Period:

Correspondence:

NRCS Report: None

CARCD Activities:

Old Business:

New Business:

- **7.1: Fiscal Year 2024-2025 Budget:** Maureen and Karl reviewed the finance committee meeting staff report that was included in the board packet. She reviewed the differences between fiscal year 23-24 and 24-25 that was included in the board packet. Mike asked about a reserve policy and if that would be included in the strategic plan. Maureen remarked that it will be included since we are projected to have revenue that could build that reserve. Matt remarked on including an equipment replacement budget and policy at the strategic planning session as well. Discussion was made on the staffing needs for the upcoming fiscal year and the likely need to promote and/or higher staff for the increasing project work.

By motion made, seconded (Berry/Bailey) and unanimously carried, the board approved the Fiscal Year 2024-2025 budget.



- **7.2 Strategic Planning Retreat Budget:** Maureen and Buffy reviewed the strategic planning venue and food staff report that was included in the board packet. Discussion was made on location and selecting either Lema Ranch as it would be free or Shasta Lake Community Center as it can accommodate our staff and board and offer a discount for non-profit and government groups.

By motion made, seconded (Berry/Moore) and unanimously carried, the board approved a budget of \$2,000 for the Strategic Planning Retreat Budget.

- **7.3 Secondary/Backup Signatory Authority:** Maureen reviewed the need for a second signatory authority while she is on vacation for three weeks. This would only be for invoices and contract needs, checks will need to be signed by two board members. She recommended Ross Perry to be approved as the second signatory authority.

By motion made, seconded (Berry/Plummer) and unanimously carried, the board approved Ross Perry as the second signatory authority.

Closed Session: None

Set next meeting date and identify agenda items:

WSRCD Board Meeting: Wednesday, July 31, 2024 at 9 a.m.

Adjourn:

By motion made, seconded (Berry/Moore) and unanimously carried, the regular meeting was adjourned at 10:06 a.m.