



# KALAMAZOO CONSERVATION DISTRICT

April 11th, 2025

Board Meeting Agenda

KCD Office – 5950 Portage Rd. Suit B, Portage, MI 49002

8AM Meeting called to order.

Members present: Tricia K., Lynn C., Ed C., David B. & Andrew F.

Also present: Chandra K., Jack K., Di'Shun M., Michael M.

ADDITIONS TO DRAFT AGENDA: *DM 6 mo. review of work due = April 21<sup>st</sup>, 2025 > Adding to next months agenda*

Approval of Agenda movement carried by Lynn, seconded by Andrew; Voice Vote: Y4 N0 Motion: Carried

INTRODUCTIONS: N/A

CITIZENS COMMENTS: N/A

MINUTES: Approve Meeting Minutes for March 14th, 2025

Movement carried by Andrew, seconded by Lynn; Voice Vote: Y5 N0 Motion: Carried

TREASURER REPORT:

Approve all March 2025 Financials:

Movement carried out by David, seconded by Lynn; Voice Vote: Y5 N0 Motion: Carried

- Balance Sheet
- Profit & Loss Summary
- Payroll Summary
- Bills & Deposits Summary
- P&L By Class – Quarterly Review
- P&L Budget vs. Actual – Quarterly Review
- Budget Overview – Quarterly Review

TECHNICAL REPORTS:

- Farm Conservation Verification – James Benjamin, MAEAP Technician
- KCD District – Chandra Kinney, District Manager
- Cisma – Sarah Huetteman, Invasive Species Coordinator
- MDARD Partner Report – Jack Knorek, Regional Coordinator
- CTAI Report (NRCS) – Allison Marshall, CTAI Technician

OLD BUSINESS:

- Tree Sale Fundraiser – Emphasizing that this is a fundraiser to the public! Issues with Paw Paw's resolved, sign final check, all other vendors have been paid, give Ed pick-up sheet. Update, as other CD's are wrapping up their tree sales, it looks like I am hearing that most CD's are seeing a 30% drop in sales this year.
- Audit – Has been completed, we are now awaiting the finalization from audit manager.

- Budget Amendment – Has been completed for CTAP budget, we have previously discussed these changes but was not given the amendment from MDARD to make the changes. Changes have been made and input in QB. Movement to approve carried by Tricia, and seconded by Lynn; Voice Vote: Y5 N0 Motion: Carried
- Kalamazoo Community Foundation – Submitted operational grant

#### NEW BUSINESS:

- Elect Board Officials (Chair, Vicechair, Secretary, Treasurer): Review committee assignments – MACD Director Handbook has been passed out to all directors for their keeping. Reelection took place: Vote for Chair = Ed Cagney (Motion carried by Lynn, and seconded by Tricia; Voice Vote: Y4 N0 Motion: Carried), Vote for ViceChair = David Benac (Motion carried by Lynn, and seconded by Tricia; Voice Vote: Y4 N0 Motion: Carried). No vote for treasurer or secretary at this time.
- Fund/Sponsorship Development Review – Suggestions to look into Michigan Health Endowment, Enbridge and Cannabis Organization (as they are required to donate a portion of proceeds to non-profits)
- Q2 Reporting – Operations, CTAP and NACD Q2 Reporting has been complete
- County Commissioners Meeting – April 15<sup>th</sup>/May 7<sup>th</sup>&20<sup>th</sup> @4pm – DM plans to attend one of the May meetings.
- Events and Event Flyer Distribution – Please take flyers and assist with additional outreach for upcoming events!
- No Summer MACD Conference – They will be amping up our Fall conference to make it even better
- Outreach Plan – Additional outreach for the year; attending more tabling events, hosting more volunteer events, and conducting more networking events.

#### PUBLIC ACTS & NOTICES:

- EGLE-PN: 251 Mills Street – No comments at this time.

#### CORRESPONDENCE:

Di'Shun Melbert; District Conservationist at NRCS – Informed members of the effects we are seeing with respect to IRA funding cut. Last year we were able to disperse \$1.4 million in funding to implement conservation practices while this year (after the IRA cut) we have only been able to disperse \$70K in funding to implement conservation practices.

#### DIRECTOR COMMENTS:

#### ADJORNMENT

Movement carried by Ed, seconded by Tricia; Voice Vote: Y5 N0 Motion: Carried

NEXT MEETING – 8:00 am, May 9<sup>th</sup>, 2025 at the KCD office.

X: \_\_\_\_\_ Date of Approved Minutes: \_\_\_\_\_