



KALAMAZOO CONSERVATION DISTRICT

January 10th, 2025

Board Meeting Minutes

KCD Office 5950 Portage Rd, Suite B, Portage, MI 49002

8 AM Meeting called to order.

Members present : Lynn Coville, David Benac, Tricia Kaela and Ed Cagney.

Also present: Chandra Kinney, Andrew Fern, and James Benjamin

ADDITIONS TO DRAFT AGENDA: None

INTRODUCTIONS: None

CITIZENS COMMENTS: None

MINUTES: Approve Meeting Minutes for December 20th, 2024

Movement carried by David Benac seconded by; Tricia Kaela - Voice Vote: Yes - Motion: Passed

TREASURER'S REPORT:

Approve all December 2024 Financials:

Movement carried by ED Cagney, seconded by David Benac; Voice Vote: Yes - Motion: Passed

Balance Sheet – Monthly Report

- Profit & Loss Summary – Monthly Report
- Profit & Loss by Class
- Payroll Summary
- Bills & Deposits Summary

TECHNICAL REPORTS:

- Farm Conservation Verification Report– James Benjamin, MAEAP Technician
- KCD District Report– Chandra Kinney, Conservation District Manager
- Conservation Stewardship Report- Mike Martinez, NACD Conservation Technician
- MDARD Partner Report – Jack Knorek, MDARD Regional Coordinator
- BCK-CISMA – Sarah Huetteman, Invasive Species Coordinator
- Produce Safety Report – Patrick Gordon, Produce Safety Technician

OLD BUSINESS:

- Tree Sale Updates – Tree sale has launched and sales are beginning to flow in! With this DM has launched a newsletter to begin accessing the community through email once again. Finalized that tree pick up would be at the CD office. While packing will tentatively be at Tricia's farm on Lover's, as long as restrooms are put in before this time.
- Annual Meeting/Election Updates – Review and finalize the Annual Report. Update on sponsorships: PNC Grocery & Deli has donated food for our event! Silent Auction Participants: Bee Joyful Shop, Kalamazoo Indoor Garden Center, and DM has does outreach to many other local businesses, with attempts to target local Kalamazoo brands and provide promotion for their donation.

- Internship Program Update – Kaley Sheahan has began her internship program after DM reviewed insurance plan and coordinated with NRCS.
- Identify Highly Motivated Director – Steve Law is looking for a Board Member to help him make some quick actions over the next few months! – David Benac and Ed Cagney have asked to both jointly be added to Steve’s list in order to ensure KCD can make action in the movement.

NEW BUSINESS:

- KCD Annual Board Calendar Review – POW revie
- DM discuss TO requests - DM inquired on how she should go about requesting any needed time off. Board brought up options.

COMMITTEE REPORTS:

- None.

PUBLIC ACTS & NOTICES:

- None.

CORRESPONDENCE: None

DIRECTOR COMMENTS: DM will begin to review Wix vs Squarespace

ADJORNMENT- Movement carried by Tricia Kaela, seconded by Lynn Coville; Voice Vote: Yes - Motion: Passed

NEXT MEETING – 6:00 pm, February 6th, 2025 at the GSHOM