



# KALAMAZOO CONSERVATION DISTRICT

July 11th, 2025

Board Meeting Minutes

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

8:19AM Meeting called to order by Chairperson; Ed Cagney

Members present: Tricia Keala, Lynn Coville, Ed Cagney

Also present: Chandra Kinney, Samantha Wood, Carol Higgins, John Giesler

## ADDITIONS TO DRAFT AGENDA:

Approval of Agenda movement carried by L. Coville, seconded by T. Keala; Voice Vote: Y N Motion:

## INTRODUCTIONS:

## CITIZENS COMMENTS:

MINUTES: Approve Meeting Minutes for June 13th, 2025

Movement carried by L. Coville, seconded by T. Keala; Voice Vote: Y3 N0 Motion: carried

## TREASURER REPORT:

Approve all June 2025 Financials:

Movement carried out by L. Coville, seconded by T. Keala; Voice Vote: Y3 N0 Motion: carried

- Balance Sheet
- Bills & Deposits Summary
- Profit & Loss Summary
- Payroll Summary
- Budget Overview Quarterly Review
- Profit & Loss Budget vs Actual Quarterly Review
- Profit & Loss By Class (All, 281, Grants)

## TECHNICAL REPORTS:

- KCD DM Report– Chandra Kinney, District Manager
- MDARD Partner Report – Jack Knorek, Regional Coordinator
- CTAP Report – James Benjamin, MAEAP Technician (3)
- Conservation Stewardship - Mike Martinez, NACD Technician
- Cisma – Sarah Huetteman, Invasive Species Coordinator
- Produce Safety – Patrick Gordon, Produce Safety Technician (3)
- CTAI Report – Allison Marshall, CTAI Technician (BCD/KCD/NRCS)

## OLD BUSINESS:

- CAK – Review and Sign DM 6 month review. – Motion to approve Chandra Kinney; District Manager's 6-month review carried out by T. Keala, seconded by L. Coville; Voice Vote: Y3 N0 Motion: carried
- HuntMICollaborative Updates – Bruan Farmer will be presenting at our September 5<sup>th</sup> event. Setting up pilot hunt with Ed, on his farm in December.

- Sign City of Kalamazoo MOU – Previously discussed the approval of this MOU, and the City’s disbursement of \$5k to assist with the Scrap Tire Recycling Events
- Committees? – In order to shorten regular board meetings and gain better assistance in specialized area like partnership development, sponsorship/ funding advances/ etc, - This is an item the previous DM brought to attention, but no further action was made. This is to begin slowly integrating this idea. If interested in proceeding with this idea, DM will present board with potential requirements.

#### NEW BUSINESS:

- Incubator Farmer Program Ideas & Potential Partnership with Farmstead Flats – Board is interested in the development of this project and suggested bringing on an intern to begin to planning phases of this program.
- Internship Development – Program directors have come to me interested in expanding our capabilities. Kalamazoo College has reached out to me, interested in building a partnership to integrate students into Conservation work being done right here in Kalamazoo County.
- Plan of Work (POW) – POW was not made for this FY. DM verified version to begin working on FY25-26 POW
- 2026 Tree Sale Fundraiser! – DM Instructed to begin tree sale orders, making the first round of deposits in the new fiscal year.
- Begin Drafting FY25-26 Budget – DM inquire on budget development. DM will present FY25-26 Budget at next meeting.

#### PUBLIC ACTS & NOTICES:

- Application 106936 – No comments to add, approve.
- Application 9814-20256-8 - No comments to add, approve.
- Application PNP - No comments to add, approve.

#### DIRECTOR COMMENTS:

#### ADJORNMENT

Movement carried by L. Coville, seconded by T. Keala; Voice Vote: Y N Motion:

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

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