



KALAMAZOO CONSERVATION DISTRICT

December 20th, 2024
Board Meeting Agenda

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

8 AM Meeting called to order.

Members present: David Benac (Vice Chair), Lynn Coville, Ed Cagney (Chair), & Tricia Kaela
Also present: Chandra Kinney, Jame Benjamin, John Giesler, and Andrew Fern

ADDITIONS TO DRAFT AGENDA: None

INTRODUCTIONS: Andrew Fern – Nomination Petition Submitted

CITIZENS COMMENTS:

MINUTES: Approve Meeting Minutes for November 15th, 2024
Movement made by David Benc & seconded by Lynn Coville- Vote Passed

TREASURER’S REPORT:

Approve all November 2024 Financials:
Movement made by Tricia Kaela & seconded by David Benac - Vote Passed

- Balance Sheet
- Profit & Loss Summary
- Profit & Loss by Class
- Payroll Summary
- Bills & Deposits Summary

TECHNICAL REPORTS:

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

OLD BUSINESS:

- Tree Sale Updates – Trees have been purchased and it is projected that we will have the website up and running by 1/6/25, for tree sale orders to start.
- Annual Meeting/Election Updates – Date: 2/6/25 Time: 7p-9p We have two speakers thus far, Christina Charles and Alex Svoboda, and the County of Kalamazoo’s Climate Change Action Planner; Taylor VanWinkle, who will be setting up a self-paced interactive presentation.
- Audit – Signed Engagement Letter to accept auditing services from Gabridge&Co.
- DNR Grant Project Update – City of Portage is interested in continuing to work with us to remove downed trees from tornado damage.
- Internship Program Update – DM, Chandra, has been looking to ensure we are fully covered for all insurance needs when bringing in an intern.

NEW BUSINESS:

- Budget Adjustments – Adjustment from MAEAP/CTAP Grant Increase of \$5,000 and NACD-TA Grant Increase of \$28K for extending Michael M.'s position with us.
- KBS LTAR Winter Summit – scheduled 1/17/24, and will allow DM to network event while learning local production. This request brought up another internal request to shift ALL future Board Meetings to the second Friday of each month. This will allow for a more accurate monthly technical reports to reflect a full previous month.

Movement made by David Benac & seconded by Ed Cagney - Vote Passed

- Annual Report DRAFT Overview – Review and make corrections to finalize at next board meeting
- Specialty Crop Grant – This is a grant we are looking to apply for, this grant would bring on a Communications and Outreach Specialist, and build our local network of producers! This conservation mindset shift will help to reduce transportation emissions, promote healthy eating and fuel our local economy.
- Identify Highly Motivated Director – Steve Law is looking to build a District go-to guide and would like one of our members to volunteer to be his go-to person! – Board would like more information on what this would in tale before committing to the cause.

COMMITTEE REPORTS:

- None.

PUBLIC ACTS & NOTICES:

- Changes to Sick Leave – Effective 2/21/25
- Road Commissions APA SESC – No additional comments
- EGLE PM2.5 – Kalamazoo has increased levels of PM2.5, a particulate that causes lung damage.
- Farmland and Open Space Preservation Program Application Review – No comments to leave

CORRESPONDENCE:

DIRECTOR COMMENTS:

ADJORNMENT

NEXT MEETING – 8:00 am, **Requesting to change all future meetings to the seconds Friday of each month,** (currently scheduled on January 17th, 2025) at the Kalamazoo Conservation District Office