

MINUTES
Meeting of the
GOLD RIDGE RESOURCE CONSERVATION DISTRICT
PHONE: 707.823.5244 FAX: 707.823.5243
June 20, 2012

Location: Gold Ridge RCD Office
2776 Sullivan Rd
Sebastopol, CA 95472

Time: 6:10 – 8:43 pm

II. Open Meeting (Introductions) The meeting was called to order at 6:10 pm.

III. Call to Order (Roll Call of Directors)

Directors present: Don Petersen, Ann Cassidy, Joe Dutton

Directors absent: Richard Hughes

Associate Directors present: Al Gerhardt

Associate Directors absent: Bob Burke

Staff present: Brittany Heck, Michele Rocha, Joe Pozzi (District Manager), Pam Schrock

Others: Brooke Cole, NRCS

IV. Public Comment : There was no public comment.

V. Informational Items

- a. Correspondence and Notices : We got a letter from Sue Goranson's office regarding the audit for 2011; we'll contract with her again. Next month, we'll approve the employee handbook, so the board can look at it in advance if they want. Scholars from Australia came this week to learn about the RCD's work and visited with us. Ann reported on her teleconference with the RC&D; maybe we can have a table at the Gravenstein apple fair.
- b. August Site Tour Dates-What dates don't work for board?
- c. Employee handbook/new payroll schedule-We discussed the decision to change payroll to a biweekly schedule and use our Exchange Bank account for payroll.
- d. District Maps-Brittany Heck/Noelle Johnson. We reviewed the district maps. All the board members would like one. Update them to include outlined parcels of 100 acres or more. Add a spot for the Gold Ridge office.
- e. Draft resolution language to change our non County bank account uses- Brittany Heck. This resolution will be tabled for next meeting.
- f. CalPERS. Need a resolution to start the termination process. Table for next meeting.

VI. Consent Calendar (May 15th Minutes, May 26th Minutes, Grant Status/Staff Report)

Motion to approve the consent calendar.

1st Ann Cassidy/2nd Joe Dutton. Motion carried.

VII. Action Items

- a. Approval of Bookkeeper's Report/Warrant Requests.
Motion to approve the financial reports.
1st Joe Dutton/ 2nd Ann Cassidy. Motion carried.
- b. Agenda items for July 2012 Meeting: telecommuting policy, employee handbook , resolution to use Exchange Bank for other uses, choosing bidders, CalPERS resolution to start termination process, board needs more time (few hours) to review bids before making a decision. Next meeting is 7/17, Tuesday.
- c. NRCS report. Brooke Cole reported. Equip 2012 is closed. Conservation partnership initiative funding ended; they still offer CNMPs. They're receiving a lot of money for the final year for equipment; talk to Brooke. They're also looking at moving to better use resources.
Motion to approve NRCS report.
1st Joe Dutton/2nd Ann Cassidy. Motion carried.

VIII. Closed Session- All closed sessions must be conducted pursuant to expressly authorized statutory exceptions. (§ 54962.) Personnel Exception- Accordingly, the Act provides for closed sessions regarding the appointment, employment, evaluation of performance, discipline or dismissal of a public employee. (§ 54957.) The board conducted the performance evaluation.

IX. Adjournment. The meeting was adjourned at 8:42 pm.