

AGENDA

For the regular meeting of the Alger Conservation District Board
Tuesday, August 20th, 2024, 5:00 pm * MSU Research and Extension Center, Chatham

Call to order:

A regular meeting of ACD was held on the above date. The meeting was called to order at 5:02pm by Vice Chair Rowan Bunce.

Board members present:

Staff present:

Board members present at roll call: Rowan Bunce, James DeDecker and Hilary Ludecke. Board members absent: John Highlen and Hans Eriksen. Associate board members absent: Barb Isom and Charlie Todd. Staff present: Alex Kolton and Eryn Grupido. Staff absent: Sara Kelso, Misa Cady, Elise Desjarlais, Helena Moleski, Amy Frye, Landen Tetil and Holly Wendrick-Moss.

Board members absent:

Staff absent:

Guests: None

Public comment: Grupido shared information on an upcoming Community Picnic event planned for Sept 7th at Chatham Community Garden.

Approve agenda:

Motion by Ludecke, seconded by DeDecker to approve the agenda as presented. All in favor; motion carried.

Approve minutes of July 9th, 2024 Regular Meeting:

Motion by Ludecke, seconded by DeDecker to approve the minutes as presented. All in favor; motion carried.

Approve minutes of July 30th, 2024 Special Meeting:

Motion by Ludecke, seconded by DeDecker to approve the minutes as presented. All in favor; motion carried.

Board and Staff Reports: review written reports:

Written reports were reviewed by the board and highlighted by staff.

- a. **NRCS DC: Report received.**
- b. **NRCS SC: No report received.**
- c. **FAP FORESTER: Report received.**
- d. **PRODUCE SAFETY: Report received.**
- e. **L2L Cisma: Report received.**
- f. **ACD DM: Report received.**
- g. **ACD DC: Report received.**
- h. **MDARD: Report received.**
- i. **MAEAP: Report received.**

Meeting Reports: None

Old Business:

- a. **Update, CD Region 2 meeting, Date TBD, Alger County Fairgrounds**
Kolton reported that ACD was not able to find an alternative host for the Region 2 MACD meeting. He will distribute a Doodle poll to check participant's availability for the end of Sept or early Oct. The event will include a policy component, potluck lunch and a nursery tour.

- b. Approve SOME CPA Engagement Letter for 2024 audit**
Kolton shared the engagement letter proposal from SOME for an audit of ACD financials. Motion by DeDecker, seconded by Ludecke, to approve the SOME engagement letter with a cost not to exceed \$2,975. All in favor; motion carried.
- c. FY24/25 Budget Review (final approval 9/10/24)**
Kolton presented a draft budget for FY25 for board review. He was able to make some adjustments to allocate an additional \$11K for part-time labor. The new draft includes a 50% FTE salaried part-time Outreach Coordinator role. The updated format also includes a grants labor offset line. Kolton shared that he has provided public notice for the 9/10/24 budget meeting.
- d. Michigan Land Trustee Meeting, Traverse City, recap**
Kolton reported that the trustee meeting and presentation on the Munising Community Forest proposal went very well. Our proposal is currently the highest rated. The trustee board was engaged and asked good questions. DeDecker asked about the timber rights possibly coming to ACD, and Kolton responded that timber rights will be negotiated after the property acquisition.
- e. Active Grant Status: DHIPI, FHG, Cisma S&T**
Kolton reported that the deer habitat grant is now closed, awaiting reports and reimbursement. The DNR Au Train Lake fish habitat grant is also closed out. Six acres remain for the Cisma Survey and Treatment grant. Kolton received approval the day of this meeting for a new NACD Urban Ag grant supporting the Chatham Community Garden totaling \$21K.

New Business

- a. FY24/25 Business Plan, review (final approval 9/10/24)**
Kolton presented a draft ACD Business Plan for FY25, largely mirroring the previous year. He suggested that future edits should be based on our community needs assessment, which Kolton recommended administering on a rolling basis at all future ACD events. DeDecker asked for staff to compare the FY24/25 proposed outputs with what was actually achieved by ACD and partners in the last year, and adjust FY25 goals accordingly.
- b. Discussion, Board Sub-Committees: Strategic Planning, District Policy, Tree Sale & Outreach, Diversifying Income.**
Kolton suggested the formation of sub-committees to expedite deep dives on specific ACD issues. The committees would vary in the length of appointment and frequency of meetings. DeDecker asked if sub-committees could be too small to function efficiently, or if they might benefit from wider partner or community input/participation. Kolton suggested avoiding undue public influence and possible conflicts by formalizing any external community input and community participation in sub-committees with written appointment terms and length, sub-committee mission statements, etc.
- c. Approve District Coordinator Work Agreement**
Kolton presented a draft work agreement for District Coordinator Grupido with changes to salary (\$21.50) and designation of the position as full-time, salaried and overtime exempt. The proposed wage is near the minimum to comply with the new MI Fair Labor Standards and Improved Workforce acts as a full-time, salaried, exempt role. Motion by

Ludecke, Seconded by DeDecker, to approve the work agreement as amended. All in favor; motion carried.

d. **Approve Executive Director Work Agreement**

Kolton presented a draft work agreement for his District Manager/Executive Director position. Changes included designation as a full-time, salaried, overtime exempt role. Kolton also requested retroactive benefits pay from his time as the Interim DM. Motion by Ludecke, seconded by DeDecker, to approve the work agreement as presented. All in favor; motion carried. Motion by Ludecke, seconded by DeDecker, to pay Kolton retroactive benefits as ACD Executive Director back to June 25, 2024. All in favor; motion carried.

Accept Treasury Report; pay bills

Kolton presented ACD financial statements as of August 19th, 2024. Motion by Ludecke, seconded by DeDecker, to accept the Treasury Reports and pay the bills. All in favor; motion carried.

Public comment

Ludecke congratulated Kolton on a job well done as ACD DM to-date.

Adjourn

Motion by Ludecke, seconded by DeDecker to adjourn at 6:59 pm. All in favor; motion carried.

NEXT REGULAR MEETING: September 10th, 2024, 5:00 pm

NA Vice Chair