



St. Joseph County Conservation District  
693 E. Main Street  
Centreville, MI 49032  
(269) 467-6336 x5

---

## Board Meeting Minutes for November 2025

3:07 pm Call to Order by Board Vice Chair Dan Blasius

**Directors Present:**

Dan Blasius, Vice Chair  
Todd Hironimus  
Carol Higgins, Member

**Director Absent**

Chad Clark, Board chair  
Mike Sherman, Member

**Associate Board Members:**

None

**Staff Present:**

Carolyn Grace  
Mike Censke

**Introductions / Visitors:**

None

**Additions / Deletions to Agenda:** Higgins motioned to accept the agenda. Hironimus second, motion passed.

**Approval of September Board Minutes:** Hironimus motioned to approve the September Board Minutes as they stand, Higgins second, Motion carried.

Approval of the October meeting being cancelled Higgins, Hironimus second. Motion passed

**Treasurer Report:** Hironimus explained he looked over the financials. Blasius motioned to accept the treasurer report to be placed on file, Higgins second. Motion passed

**Correspondence Reports:**

- **Administrator:** Written. Grace briefly gave an overview of the report, nothing to note.
- **CTAP:** Mike shared his report for the past two months and explained he has been keeping busy during shutdown
- **CTAI:** Written..
- **CISMA:** None
- **EGLE:** Written
- **MDARD:** Written.
- **NRCS:** None.

- **EGLE:** Written
- **MDARD:** Written.
- **NRCS:** None.
- **Board:** Higgins spoke about MiLink and suggested others should check that out for some information about connecting farmers with people who may want to use a small portion of land for their farming.  
**Grace and Higgins** will be attending the MACD conference in Dec.

#### Old Business:

- **Conflict of Interest:** None.
- **Banking:** Hironimus motioned to Remove John Nelson from the savings account Higgins second. Motion passed.
- **Work Plan:** Censke shared his work plan and goals for the year. The other staff members will share theirs in December.

#### New Business:

- **NACD Grant:** Grace, Waltke, and Censke will apply by Dec 11, 2025
- **Review and Amend FY25 budget and FY26 proposed budget.** Grace explained the changes made by Sinclair and board had short discussion about numbers, grants and explanations of the shortfalls on the budget.
- **Handbook** Tabled until December
- **Work Agreements** Tabled until Dec
- **Wildtype plant sale:** Renehan asked Grace to explain how she is going to collect seeds, purchase supplies and over winter plants for the sale in May.
- **Breakdown of Grant Payroll Reference sheet.:** Grace explained the new grant changes and wages. Higgins made a motion to approve wage reference sheet. Hironimus second motion carried.
- **FY26 budget changes:** Hironimus made a motion to accept the FY26 changes. Higgins second. Motion passed. Discussion included knowing that budget can be amended if new grants come about in January and February.

PA116: none

**Adjournment:** Hironimus motioned to adjourn at 4:36 pm. Higgins second. Motion carried.

**Next Meeting:** December 17, 2025 will be held at the St. Joseph County Conservation District Offices at 3:00pm.

Board Chair Signature: \_\_\_\_\_

Date: 12-17-2025

*John Daniel Blasius*