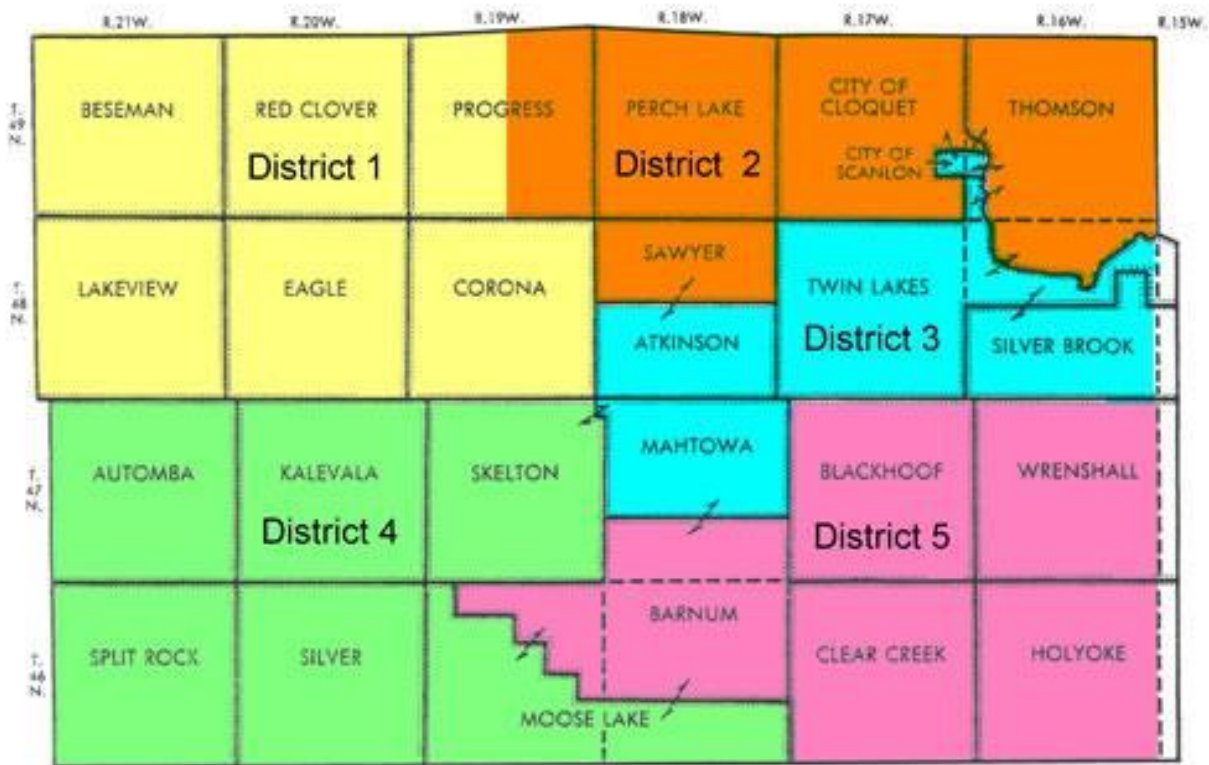




## Board Member General Information

The Soil and Water Conservation District (SWCD) is a subdivision of state government governed by Chapter 103C of state statute. The Carlton County SWCD was created in 1961. The mission of the SWCD is to “assist land users in protecting and enhancing the natural resources of Carlton County”. A five member board of supervisors governs the SWCD. Each supervisor is elected to represent a district within the county by the county at large in the general election. A supervisor’s term is four years.



### Current board members

District 1 Barb Dahl

District 2 Vacant

District 3 Bob Fox

District 4 Kim Samuelson

District 5 Rick Dalen

The MN Board of Soil and Water Resources(BWSR) is a state agency that works with local units of government to implement some state conservation programs. Legislative funding comes through BWSR to SWCDs and BWSR has an important role in the organization of SWCDs. The BWSR publishes a

Supervisor Handbook that outlines many aspects of SWCD boards. One important piece of information is the following roles of SWCD supervisors.

There are four main aspects to the role of a SWCD Supervisor.

1. **Policy Development:** The SWCD Board is a policy board. Its primary role is to set overall policy and long term objectives. Day-to-day operation of the District is left up to the staff.
2. **Planning:** The SWCD is required to develop several plans that define short term and long term operations. Overall direction is important to this planning process. Also key is funding to accomplish the goals identified in these plans. Often there is not enough funding to do all the things the SWCD wants to do so budgeting is essential.
3. **Working with lawmakers:** As elected officials, Supervisors play a key role in working with county commissioners, state and federal legislators, and sometimes agencies in securing adequate funding to implement the goals of the SWCD.
4. **Working with landowners:** Supervisors make funding decisions for cost share to landowners to assist in conservation practice implementation.

### **SWCD Board Meetings**

The SWCD Board meets monthly (currently the second Monday at 9:00am). Attendance at regular monthly board meetings is important to maintaining consistency, keeping current on issues, and to assure business can be conducted as needed.

The Carlton SWCD is part of a state and area association. As a supervisor, you will be expected to attend up to 5 area and state association meetings throughout the year. Some meetings are all day while a couple are overnight.

Supervisors are expected to serve on some of the SWCD's standing committees. Some of these committees meet periodically throughout the year as needed to complete their work while others may only meet once per year.

Supervisors may also be asked to serve on at least one outside organization committees or board as a representative of the Carlton SWCD. Verbal reports are given at the monthly board meeting to keep the board updated on outside organization activities.

The SWCD reimburses Board members for meeting attendance (currently \$70/day) plus mileage at the current IRS rate.

### **Board Meetings Information**

All Carlton SWCD Board members are provided with a tablet device with cellular capability. A monthly board packet is provided to all board members using access through the tablet and Google Drive. The board packet contains the agenda and documents specific to each agenda item as needed. It is the expectation that board members read through these monthly materials in preparation for the meeting. Since this information is of significant volume and can take some time to review the board enacted a ½ meeting per diem (\$30) for packet review each month.

## Tablets

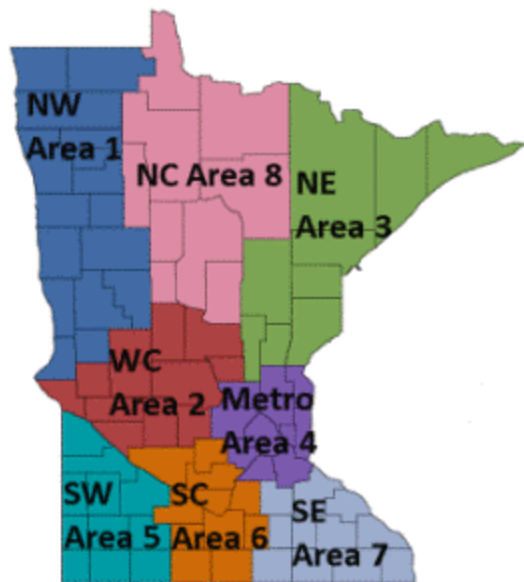
The SWCD tablets are to be used for official use only. Board members are assigned a Carlton SWCD email address to be used for **any/all** SWCD business.

## Meeting Pay:

Meeting per diem for 2020 is \$70. This includes SWCD board meetings and any other committee or outside organization meetings you attend on behalf of the SWCD. Expenses are by reimbursement and require receipts. Mileage is reimbursed at the current IRS rate. Board members are eligible to enroll in PERA (Public Employees Retirement Association).

## Area and State SWCD Associations

Minnesota Association of Soil and Water Conservation Districts



- ❖ Annual Convention first Sunday –Tuesday in December
  - Board made up of 8 Area Directors, Vice President and President
  - Many good mini sessions for SWCD Supervisors
  - Business meeting to address Resolutions
  - Includes an Outstanding Conservationist luncheon recognizing Outstanding Conservationist from all SWCD around the state
  - All Supervisors attend depending on availability
- ❖ Legislative Day at the Capital (usually in February or March)
  - First Day briefing with MASWCD President and legislators
  - Second day scheduled visits with our legislators and others
  - Usually two member Legislative Committee attend with option for other Board members

NE Area 3 Association of SWCDs

- Fall (September) business meeting – elect officers - Tour of host SWCD
- Spring (First Friday in June) resolution meeting – take up resolutions from area SWCDs