Antrim Conservation District
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ANTRIM CONSERVATION DISTRICT

BOARD OF DIRECTORS MEETING

September 9, 4:00pm 4820 Stover Road, Bellaire, MI 49615

Meeting called to order by Chairperson at: *4:05pm by Adrienne Wolff*

Attendance ACD Board: Randy Johnson, Heidi Shaffer, Kelly Doyle, Adrienne Wolff, Kathleen Peterson

Partners/Public: Jim Pawlowicz, Jarris Rubingh & kids

ACD Staff: Wade Foster, Mike Meriwether, Katie Gray

Agenda Review and Approval: *Motion by Heidi Shaffer, second by Kelly Doyle to accept September 9, 2026 ACD Board of Directors Meeting agenda, motion carries 5-0.*

Public Comment:
Jemima Rubingh: Introduces herself and her three siblings and expresses intent to play on the playground.

Jarris Rubingh: Recommends emailing minutes to County Commissioner via Margie Boyd
Notes that Mike Meriwether's contract was approved for forestry with the county, starting January 1st. County is considering possibly purchasing property with forest fund balance.

Information and Correspondence: Letter from Conservation District Employees of Michigan (CDEM), High Street Insurance and ACD Routeware.

Staff, Partner, and Committee Reports: Staff written reports submitted: Wade Foster - Executive Director, Kathrine Gray - CAKE CISMA Coordinator, Mike Meriwether - District Forester, and Zander LaPointe - Office & Program Assistant. Partner written reports submitted: Nick Panicola - Produce Safety Technician.

Monthly reports from MDARD and MACD received in person at board meeting.

Motion to accept monthly staff, partner, and committee reports by Kathleen Peterson, second by Heidi Shaffer. Motion carries 5-0.

Approval of Board Meeting Minutes for August 26, 2026: *Motion by Kathleen Peterson, second by Adrienne Wolff to accept August 26th, 2026 board meeting minutes. Motion carries 5-0.*

Financial Review: *Motion to approve the financials for August 2026. Motion by Randy Johnson, second by Heidi Shaffer. Motion carries 5-0.*

New Business:

Health, Dental, and Vision Insurance Renewal
Motion by Randy Johnson to renew High Street Insurance at the current Gold Standard. Second by Heidi Shaffer. Roll call: Johnson- yes. Shaffer- yes. Wolff-yes. Doyle- yes. Peterson- yes. Motion carries 5-0.

ACD Routeware Renewal
Motion by Adrienne Wolff to not renew Routeware service. Second by Kathleen Peterson. Motion carries 5-0.

Northern Michigan Small Farms Conference
Motion by Heidi Shaffer to sign up for the Northern Michigan Small Farm Conference as a vendor at the $300 booth rate. Second by Kathleen Peterson. Roll call: Johnson- yes. Shaffer- yes. Wolff-yes. Doyle- yes. Peterson- yes. Motion carries 5-0.

Stain and Chinking
Motion by Randy Johnson to spend up to $1,000 on paint and stain for the Stover building. Second by Heidi Shaffer. Roll call: Johnson- yes. Shaffer- yes. Wolff-yes. Doyle- yes. Peterson- yes. Motion carries 5-0.

MACD Annual Conference Registration
Motion by Adrienne Wolff to allow Wade Foster to book for the MACD Annual conference registration, lodging, and any reimbursements up to $2,500. Second by Randy Johnson. Roll call: Johnson- yes. Shaffer- yes. Wolff-yes. Doyle- yes. Peterson- yes. Motion carries 5-0.

Financial Request Review: *Motion by Johnson to approve financial requests for September 9, 2026. Second by Peterson, motion carries 5-0.*

Old/Ongoing/Unfinished Business:

MDARD Elements
All are completed, future meeting to be scheduled with Pawlowicz to review elements and suggestions for the district.

Committee Meeting Scheduling
The following committee meetings have been scheduled:

Building & Properties Meeting - October 14, @2:30pm at ACD
Education & Outreach - September 23, @6:00pm online/zoom
Admin Committee - September 25 @12:30pm @ ACD

General Discussion & Director Reports:

Administration Committee - Wolff, Foster, Meriwether, Peterson - none
Building & Properties Committee - Wolff, Johnson, Meriwether, Foster - none
Education & Outreach Committee - Doyle, Shaffer, Gray - none

Upcoming Meetings & Events:

- September 16th - MACD Region 3 meeting 9:30am-3pm at the Charlevoix CD - Rivka from MACD will also be providing a mini workshop/training to cover board transitions and responsibilities, etc.

- September 26th - Household Hazardous Waste Collection 8am-12pm at the Antrim County Road Commission
- September 26th - Conservation Con: Post Storms Community Workshop 9am-3pm at Treetops Resort
- October 14th - CAKE CISMA Quarterly Steering Committee Meeting at 3pm

Next Board Meeting Date: October 14, 2026 at 4pm

Motion to adjourn at 5:47pm by Kathleen Peterson, second by Randy Johnson. Motion carries 5-0.

*Minutes Approved By Secretary:*_____ *Date:* 10/14/26