



BOARD OF DIRECTORS MEETING
January 20, 2010 - 9:00 am
SCC Conference Room, Topeka, KS

Board of Directors Present

Gene Albers, President
Ronald Brown, Vice President
Bevin Law, Secretary/Treasurer
Jon Starns, Director
Kyle Hoffman, Director
Pat Lehman, Executive Director

Guests Present

Eric Banks, State Conservationist, NRCS
Greg Foley, Executive Director, SCC
Wayne Lukert, Shawnee County CD Supervisor

Meeting Called to Order

Gene Albers, KACD President, called the meeting to order at the 9:06 am at the SCC Conference Room, Topeka, Kansas.

Additions to the Meeting Agenda

Bevin Law moved to approve the agenda as presented. Motion seconded by Kyle Hoffman. Motion approved.

Approval of Minutes

Jon Starns moved to approve the November 22 and November 24, 2009, minutes as presented. Motion seconded by Ronald Brown. Motion approved.

Financial Report

KACD Executive Director Pat Lehman presented the check register with the listing of checks and deposits since the last board meeting on November 22, 2009. The 2010 dues report was presented. There was discussion about doing some recognition for counties paying Maximum Club dues. We will give it some thought and see if there is something more we could do for these counties.

Ronnie Brown moved to approve the financial report. Motion seconded by Kyle Hoffman. Motion approved.

Fair Booth

Pat Lehman reported the fair booth rent for 2010 will be \$1,935. The booth rent has increased \$150 from last year. Last fall discussion was held by Eric Banks, Greg Foley and Pat Lehman if having the booth was still worth the cost. NRCS personnel kept records during the fair to determine if enough technical questions were asked by fair attendees to warrant continuation of the partnership booth. Expenses are shared equally by the partnership for the expenses of the booth, and last year the shared expense was \$1,200. NRCS also pays for mileage salaries and lodging expense for NRCS personnel to attend. Eric reported that the number of attendees asking technical questions was significant. Jon Starns moved to approve the continuation of the partnership with NRCS and SCC for the fair booth. Motion seconded by Kyle Hoffman. Motion approved.

SCC Report

Greg Foley, Executive Director at the State Conservation Commission, discussed the budget and how it will affect the commission and the conservation districts. The state budget is being prepared at this time for consideration by the Legislature. No action required.

NRCS Report

Eric Banks, NRCS State Conservationist, reported the technical assistance program is progressing with 14 soil conservation technicians and four Pheasants Forever biologists being planned. Eric reported on the changes in NRCS personnel, new hires, reassignments and retirements. He gave an update on the current programs. No action required.

Board Member Reports

Jon Starns reported on the interview process for the new NACD CEO that he participated in recently. Jeff Eisenberg will take the helm as the association's new chief executive officer beginning February 1, 2010. Jeff has a true passion for conservation districts and their work. He has experience working for both conservation and landowner groups, and we are confident that his expertise and energy make him the right person to lead NACD.

Ronnie Brown reported on the recent Kansas Water Authority meetings he had attended.

Old Business

Convention Summary

Pat Lehman reported that the convention had made \$2,648 more income than the budgeted amount and expenses were \$748 less than the budgeted amount. There were very few evaluations returned and none were negative; there were many positive remarks about the breakout sessions. We will start in May to begin planning the 2010 convention. Pat Lehman discussed the Hilton Hotel room reservation policy. Districts will begin calling the hotel March 1, 2010, and can reserve the number of rooms needed. The hotel will not call the districts in July as they have in past years. No action required.

Resolutions from the Convention

The State Conservation Commission adopted Resolution #2 – *Cost Share Funds for Solar Pumps on Existing Livestock Water Wells* at their January commission meeting. No action required.

Convention Refund Policy

Pat Lehman reported that we had requests from three district managers who were unable to attend because of extenuating situations, mainly because of health issues. The notification of their cancellation came in the weekend the convention started. Below is the registration/refund policy adopted at the KACD Board of Directors Meeting May 13, 2009: Bevin Law Moved to not refund the registrations for the convention in these three cases presented. Motion seconded by Kyle Hoffman. Motion approved.

BOARD OF DIRECTORS MEETING

May 13, 2009 – 1:00 P.M.

Southwestern College, Winfield, Kansas

KACD Convention Changes

Pat Lehman presented for further discussion the proposed Registration/Refund Policy that was considered by the board at its January 21st meeting. Jon Starns moved to adopt the registration/refund police. Motion seconded by Bevin Law. Motion approved. The changes are as follows:

Registration/Refund Policy

Despite information distributed to all districts regarding convention registration, which clearly stated that only spouses are exempt from registration, there have been a number of convention attendees who participated in meetings, breakout sessions, and meals without registering for the convention.

Also, KACD has had no formal refund policy for the annual convention; therefore, we've given refunds to those who were unable to attend and requested refunds - even when we weren't notified of non-attendance until the convention was already underway. The association incurs convention expenses (i.e., meal counts, preparation of convention materials, etc.) for each attendee regardless of his or her attendance. Since members are allowed to register at the convention, we should encourage them to register there if they are unsure whether they can attend.

Recommendation: Institute a registration/refund policy beginning with the 2009 convention as follows:

- Everyone attending except spouses must be registered. Name badges will be required (and checked) for entry into all meetings, breakouts, and meals.

-Continue to offer a bundled price like we did this year, but with just one deadline (instead of an early bird bundle and a regular bundle). Bundle price is the best value.

-Offer an unbundled price for registration and meals (higher than bundled price).

-Continue to allow registration at the convention at the unbundled price.

-Continue to allow purchases of meal tickets at the convention as long as the hotel allows us to add to our meal counts.

-Pre-registration deadline (availability of bundle price and convention packet prepared and waiting when attendee arrives) will be one week out from the opening day of the convention which means

-November 15th for the 2009 convention.

-Cancellations made after October 31st may be given refunds but are subject to a cancellation fee.

-No refunds given after the registration deadline. This year, that date is November 15, 2009.

NACD Convention Registrations

Pat Lehman reported that each of the director's registration for the NACD convention is in their individual packets and room and meals expenses will be paid by the KACD credit card. Directors were instructed to call Pat if they have questions at the convention.

KACD Committee/Task Force Recommendations

Pat Lehman reported KACD now has nine standing committees, down from 15. In addition to the standing committees, the Board of Directors each year may designate special committees to carry specific responsibilities. Examples include the Fair Booth Committee and the Legislative Committee. The standing committees and their current proposed chairs are as follows:

- Conservation Education & Youth - Kenny & Annalee Nelson
- District Operations & Resolutions - Wayne Lukert
- Endowment - Lyman Nuss
- Finance and Development - Marion Krehbiel
- Grasslands - Ted Alexander
- Natural Resources - Doug Plegge
- Stewardship - Margaret Kraus
- Urban and Rural Development - Kenneth Thomas
- Wildlife, Forestry & Recreation - Becky Wise

Bevin Law moved to approve the chairs of the KACD committees. Ronnie Brown seconded the motion. Motion approved.

Wayne Lukert, chair of District Operations & Resolutions, asked that the BOD adopt the guideline for his committee and that all committees present their guidelines to the board to be adopted. Jon Starns moved to approve the guidelines for the District Operation and Resolutions Committee. Ronnie Brown seconded the motion. Motion approved.

Appoint Ted Nighswonger to Three-Year Term Trustee of the Endowment Fund

President Gene Albers appointed Ted Nighswonger to a three-year term as trustee of the endowment fund. Appointment accepted.

Pitney Bowes – Postage Meter

Pat Lehman reported we have one year left on the contract that we pay \$132 each quarter. He will call Pitney Bowes to see if we can get out of the contract without paying the last year of rental for the machine since the meter is an unnecessary expense.

KACD-EO Membership Dues

Jon Starns moved to send \$100 dues to the KACD-EO. Kyle Hoffman seconded the motion. Motion approved.

KACEE Dues

Ron Brown moved to send dues to KACEE. Bevin Law Seconded the motion. Motion approved.

KACD Website Update

Pat Lehman reported that we have made many changes to the website. The site is getting used heavily and the information is updated regularly. No action required.

Kansas Forest Service

Larry Biles, State Forester, was unable to attend the board meeting but was on the speaker phone to give an update on some programs they are working on with several groups.

Executive Director's Report

Pat Lehman gave an update on the strategic plan. He discussed the possibility of using a free web program called Survey Monkey to get input from the districts and partners as to action steps undertaken. A summary of that information will be distributed to directors prior to the May meeting, when the strategic plan, including an annual operational plan for 2010-11, will be considered. No action required.

Northern Plains Meeting

The Northern Plains summer meeting will be held June 6-8, 2010, at the Wichita Airport Hilton. We are responsible for planning the activities surrounding the three-day event.

Next Board Meeting

The next regular board meeting will be May 12, 2010, at 1:00 pm. It will be held at Southwestern College at Winfield, the location of the state Envirothon competition.

Adjournment

President Gene Albers declared the meeting adjourned.