



BOARD OF DIRECTORS MEETING
May 13, 2009 – 1:00 P.M.
Southwestern College, Winfield, Kansas

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, State Conservation Commission
Mindy Vogt, EO President

Meeting Called to Order

President Gene Albers called the meeting to order at 1:00 p.m. at Southwestern College, Winfield, Kansas.

Additions to and Approval of Agenda

Ron Brown asked to add a request from the Conservation Education and Youth Committee for funding for the committee recommendations. Issue was put in under agenda 10bb. No other changes were offered. Motion made by Kyle Hoffman to approve the agenda as presented. Motion seconded by Jon Starns. Motion carried.

Approval of Minutes

Motion made by Jon Starns to approve the minutes of the January 21, 2009, meeting of the KACD Board of Directors. Motion seconded by Ron Brown. Motion carried.

Financial Report

Lehman reported on the checking account register, the year-to-date KACD budget as of January 21, 2009, the savings account at Emprise Bank, the current Certificate of Deposit held by the Sunflower Bank at 3.20% interest for one year, and the savings account at Sunflower Bank. The interest from the CD is automatically transferred to a savings account also at the Sunflower Bank each month. The interest is transferred to the Emprise savings account once a

quarter. Motion made by Jon Starns to approve the financial report. Seconded by Bevin Law. Motion carried.

Dues Update

Lehman reported that 14 districts have not yet paid dues, and three have paid partial dues. Thirty-six districts paid the optional amount (to support the fair booth), and 27 districts have paid the maximum dues.

SCC Report

SCC Executive Director Greg Foley reported that with the Legislature adjourned, SCC has reviewed the budget reductions to the agency's state-funded programs and determined there was a reduction of \$646,000 to their programs. Aid to Conservation Districts were not dramatically cut; an across the board cut of less than \$400 per district occurred. No action required.

NRCS Report

State Conservationist Eric Banks reported that NRCS had received the final budget numbers for Kansas at the end of April. The technical assistance allocation is about \$1 million less than the previous fiscal year. Most of the reduction is in Farm Bill programs. Due to previous long-term staffing and workload planning efforts, Kansas will be able to operate within budget this fiscal year while continuing to provide normal levels of service. Kansas received some Recovery Act funds. These funds will be used over the next two fiscal years and much of the work will be contracted to the private sector. Kansas is still awaiting decisions on Agricultural Water Enhancement Program (AWEP) proposals that were submitted by local groups. Approved proposals should be supported with additional technical assistance dollars. Nationally, NRCS initiated an in-depth financial audit last fiscal year and that activity continues. Significant improvements have been implemented across the agency pertaining to fiscal responsibility. Business processes will continue to be evaluated and improved to address audit concerns. No action required.

EO Report

EO President Mindy Vogt reported that 98 counties have paid their dues to the EO to date. At the EO meeting in Topeka the end of April, 55 counties were represented. Mindy reported that the session of how to talk to your county commissioners was very helpful because it is timely. CDs soon will be talking to their commissioners about their budgets. Mindy suggested that this would be a good breakout at the convention for supervisors to learn this. The theme for the EO meeting at the convention will be "Key to Success." The next statewide EO meeting in 2011 will be held at Great Bend. The EO awards a college scholarship each year. The EO board recommended a motivational speaker at the beginning of KACD convention. No action required.

Board Member Reports

Ronald Brown stated that he had been appointed to help plan the National Watershed Conference to be held May 17-19 in Wichita. Brown asked if KACD would pay for him to attend the convention. Kyle Hoffman moved to pay for Ron Brown to attend the Watershed Conference in Wichita May 17. Bevin Law seconded the motion. Motion carried.

Old Business

KACD Convention Changes

Lehman presented for further discussion the proposed Registration/Refund Policy that was considered by the board at its January 21st meeting. Motion by Jon Starns, seconded by Bevin Law, to adopt the proposed changes to the KACD Convention. Motion carried. 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.

Host Counties

With a primary host county and an alternate host county from each of the five areas, we have ten host counties responsible for carrying out host duties at the convention. At the 2008 convention, Robin Lehman met with representatives from the host counties and explained their duties. Host counties are expected to help convention attendees find meeting rooms as well as take tickets at all meals and pass out programs and other materials. They were asked to observe where they were needed and step in to help. Instead, most of them assumed

someone else had it covered and didn't show up to help. For example, at the banquet, only two people showed up to be ticket takers, so only one of the three doors was covered.

Recommendation: Reduce number of host counties from a total of ten to a total of five. Assign specific duties to each of the five counties (i.e., assistance with passing out registration packets, ticket takers at meals, badge checkers at meetings/breakout sessions, general traffic coordination/miscellaneous assistance, etc.). This process increases the likelihood that duties will be covered. It also means that counties will only be required to perform host duties at the convention every 21 years.

Funding for Committees

Lehman reported that at the business session of the 2008 KACD Convention, the following recommendations were made with regard to KACD committees:

Remain Stand-Alone:

- Conservation Education and Youth
- Endowment
- Finance and Development
- Grasslands
- Natural Resources Programs
- Research
- Soil and Water Stewardship
- Water Resources
- Wildlife, Recreation and Forestry

Combine with Another Committee:

- Community combine with Rural Development (suggested name: Urban & Rural Development)
- District Operations & Outlook combine with Resolutions

Rename as Task Forces:

- Legislative
- Fair Booth
- By-Laws Review

These changes would result in 11 committees and 3 task forces.

Committee Funding Requests:

- District Operations & Outlook – funding for travel expenses for area training presentations
- Grasslands – funding for award recognition to assist with banquet tickets, mileage, etc.
- Research – funding for speaker travel
- Endowment – funding for supplies

The board suggested that this recommendation be further studied and the committee set-up be formalized at the August board meeting. Board requested that Pat Lehman develop a grant

system that committees and other groups could submit to the Board of Directors to receive money from the savings account funded by the interest from the Endowment CD.

Dues for KACEE

Motion made by Jon Starns to give KACEE \$100. Seconded by Kyle Hoffman. Motion approved.

Donation for Envirothon

Motion made by Jon Starns to give Envirothon \$500 plus pay for the liability insurance. Seconded by Kyle Hoffman. Motion approved.

Funding for Conservation Education and Youth Committee

Ron Brown reported that at their meeting on May 6th, Jenny Jasper, EO Advisor-Secretary to the committee, told the members that she was approached about creating an Educational Activity Cookbook. Jenny explained the cookbook would contain activities that suit a school, group, or festival setting to promote conservation education. Jenny said that the prices for printing the cookbooks are as follows:

Coil Bound with a Color Front and Black and White pages

25-page booklet \$487.20

50-page booklet \$644.70

Jenny priced both, as she was not sure how many pages this will end up being. It was decided that if a decision needs to be made that they would do a phone poll. Jenny told the committee that she would begin working on it as it will be a lengthy process. The committee was to ask the KACD Board of Directors to fund this project. President Gene Albers said that there seemed to be a consensus by the board to do this but more information was needed. No action taken.

New Business

Northern Plains Region Leaders Meeting

Gene Albers is planning to attend the Northern Plains Region Leaders Meeting in Bismarck, North Dakota, June 14-16. Ronald Brown will not be able to attend. Brown reported that the Missouri River meeting is Sunday afternoon and asked if Gene could attend. Albers said he would. Jon Starns will attend as the NACD representative for the Northern Plains Region. Bevin Law and Kyle Hoffman will decide before May 31 if their schedules will allow them to attend. Pat Lehman reported that Kansas will be responsible for next year Northern Plains meeting. No action required.

2009 NACD Legislative Conference

Pat Lehman will attend the 2009 NACD Legislative Conference in Washington, D.C. July 19-21. Also attending are Gene Albers, NACD Delegate, Ronald Brown, Alternate NACD Delegate, and Jon Starns, NACD Board Member. No action required.

Former Supervisor Serving on KACD Committees

President Gene Albers can appoint non-supervisors to serve on KACD committees as advisors. Albers appoints Norman Epp, Marion County, to serve as an advisor on the Water Resources and Soil and Water Stewardship (Vespers) committees.

Strategic Plan Finalization

The board discussed the draft of the KACD Five-Year Strategic Plan. Jon Starns stated that on page 6, internal weakness – *Supervisor apathy and lack of involvement* – we need to keep on top of because it is a big problem for a few and we need to keep top of it by our committees. On page 7, internal weakness – *No required supervisors training* – NACD currently has a training course for supervisors. Objective 7 on page 10, Starns suggested added the underlined words to that objective: *Strengthen collaboration with NRCS and other entities in regard to management and technology training*. Kyle Hoffman pointed out that on page 18, Objective 2, on the action step *Provide training sessions for supervisors and conservation district staff at spring and fall area meetings*, the timeline for this action step should be *ongoing* rather than *March & August 2009*.

Pat Lehman made the statement that this is an ongoing document. It is open for discussion and change at any time. It covers a five-year period, 2009 through 2013, and for each year of the plan, we will do an operational plan. This is helpful to conservation districts, since CDs are listed as the responsible entity for a number of the action steps. This will give all of us a road map for fulfilling the association's mission. The strategic plan will be posted on the KACD website so it will be available for all to use. Ron Brown asked if the board members and their areas can be listed in the document. Also Brown asked if the "c" could be put on the document. Brown moved to adopt the Strategic Plan with the changes. Kyle Hoffman seconded the motion. Motion approved.

Executive Director's Report

Kansas Legislative Update

Lehman reported on legislative action pertaining to SB 231 and the state funding for the programs administered by the SCC. Lehman thanked the board members and the districts for working on SB 231.

KACD Fall Area Meetings

Lehman announced the dates for the 2009 Fall Area Meetings:

- Area I, Colby, August 4th
- Area II, Garden City, August 5th
- Area III, Salina, August 6th
- Area IV, Topeka, August 11th
- Area V, Iola, August 12th

Breakouts for Convention

Lehman asked the board for suggestions for breakout sessions for the convention. He requested that they email to him any suggestions they may have.

KACD Newsletter

The second KACD newsletter was posted on the website May 12 and is available for downloading . Lehman sent a broadcast email to the districts with a link to the newsletter.

Next Board Meeting

The next board meeting will be held Monday, August 3rd, in Lindsborg. We will have a joint meeting with SCC as well as a tour of Lindsborg and meal get-together on Sunday.

By-Laws Committee

The KACD Board will meet as the by-laws task force at the next board meeting.

Adjournment

Jon Starns moved to adjourn. Bevin Law seconded the motion. Motion carried.