

Quarterly Meeting Minutes
Dakota West RC&D
Dickinson Research Extension Center
Dickinson, N.D.
Oct. 17, 2016

Call to order and attendance

Jim Odermann, president of Dakota West RC&D Council, called the meeting to order at 9:40 a.m. (MDT).

Those attending were:

- Randy Gaebe, Bowman County Weed Board
- Frank Hatzenbuhler, director at large
- Camie Janikowski, Bowman/Slope Soil Conservation District
- Pam Meier, Slope-Hettinger Soil Conservation District
- Loren Myran, director at large
- Ron Obritsch, Central Stark/Western Soil Conservation District
- James Odermann, Southwest Water Authority
- Dr. Kris Ringwall, Dickinson Research Extension Center
- Sheila Stedman, Golden Valley Soil Conservation District
- Don Urlacher, Hettinger County Water Resource Board
- Duane Urlacher, Stark County Water Resource Board

Also attending was Susan Davis, executive director, and Bonnie Twogood, Central/Stark Western SCD.

Odermann declared a quorum as 11 of the 15 (13 organizational and two at-large) board members were present. One-third of the members need to be present for a quorum.

Introductions and agenda

Self-introductions were made. The board welcomed new board member Sheila Stedman, who is replacing Audrey Schieffer to represent Golden Valley SCD. Stedman, who has worked for Golden Valley SCD since 2009, is the manager/technician/clerk.

The group reviewed the agenda, which was approved by consensus.

Approval of minutes

The minutes from the July 18, 2016, Dakota West RC&D quarterly meeting were reviewed.

Duane Urlacher moved to approve the July 18, 2016, quarterly meeting minutes as presented. The motion was seconded by Ron Obritsch and approved without dissent.

Treasurer's report

Treasurer Frank Hatzenbuhler reviewed the Dakota West general checking register. The opening balance on July 14, 2016, was \$31,977.23. After checks totaling \$3,421.97 were recently written and interest of 79 cents added, the remaining balance is \$28,556.05. Checks included Consolidated for phone/Internet service; Dakota Prairies RC&D for contract services; Mahlum Goodhart for accounting; Mulligan's Catering for meals; Duane Urlacher for national meeting expenses; and Western RC&D Association for dues.

The group also reviewed the profit and loss detail for June 1 through Oct. 17, 2016. A loss of \$4,550.90 was incurred during this period.

It was noted that the approved stipend of \$500 from the National Association of RC&D Councils (NARC&DC) was not yet received. This was for Duane Urlacher to attend the hoop house sessions during the July 2016 NARC&DC annual meeting at Reno, Nev. Susan Davis will check on this stipend payment.

Loren Myran moved to approve the treasurer's report as presented and file for audit. The motion was seconded by Don Urlacher and approved without dissent.

2017 dues

The group discussed the dues for 2017. The dues were raised from \$200 in 2015 to \$350 in 2016.

Ron Obritsch suggested raising the dues to \$400 to help make up for Dakota West and Dakota Prairies partnering on the 319 grant. Dakota Prairies dues are based on county population and range from \$300 to \$1,200.

Camie Janikowski said another increase so quickly could be a problem with the members' boards. Don Urlacher said he liked the idea of keeping the dues the same for more than one year.

Pam Meier moved to keep the 2017 dues at the current rate of \$350 per organizational member. The motion was seconded by Sheila Stedman and approved without dissent.

Hatzenbuhler and Davis will work together to get the dues statements out in January 2017.

Executive director report

Susan Davis reviewed her written report on activities performed since mid-July 2016. Highlights include the following:

- Completed Dakota West activities, including writing and distributing draft minutes from the Oct. 17 quarterly meeting; making preparations and director packets for the Oct. 17 quarterly meeting; forwarding event notices, funding opportunities and learning events to members; working with Duane Urlacher to submit \$500 stipend request to NARC&DC for Urlacher attending the hoop house training at the July 2016 conference in Reno, Nev.; and corresponding with Audrey Schieffer Golden Valley SCD, and her board replacement, Sheila Stedman
- Western RC&D Association activities included reviewing Western related e-mails and notices; participating in conference calls; and corresponding with Duane Urlacher and Hatzenbuhler on paying dues to Western on behalf of Dakota West
- Completed Water Wisdom 319 grant activities, including writing and submitting Water Wisdom annual report; outreach to Kidder County SCD; sending letter to 319 Granting Committee on project proposals; reviewing soil health book by Jon Stika; creating spreadsheet on work tasks and expenditures; organizing and reviewing in-kind match from Dakota West and Dakota Prairies; completing and submitting the third grant reimbursement request; mailing 319 reimbursement check to Cedar SCD; and holding discussions with Jay Fuhrer, Mary Podoll, Josh Dukart and others on the event work tasks
- Other activities included attending the July 21 NRCS awards event; attending the Aug. 11 second annual Tribal Local Foods Conference; participating in a RC&D employees teleconference on national issues; and attending a Sept. 14 USDA Rural Development workshop on rural issues

Stika's book, "A Soil Owner's Manual: How to Restore and Maintain Soil Health," was passed around for directors to review. Camie Janikowski of Bowman/Slope SCD is interested in sending in a Water Wisdom project request to order 100 of these books for producers. Some of the directors said they would also be interested in getting a copy of the book. Davis will check the price to order multiple copies.

Loren Myran moved to accept the executive director's report. The motion was seconded by Ron Obritsch and approved without dissent.

Western RC&D Association

Duane Urlacher, second vice president of the Western RC&D Association, reported he and Davis are participating in monthly conference calls. Work is in progress for the annual meeting, which will be held during February 2017 in Idaho. Because he is a new officer, Western RC&D should reimburse Urlacher for part of his costs to attend the Idaho annual meeting.

Western dues are \$75 for 2016 and \$150 for 2017. The association has \$14,249 in its checking account. It has budgeted \$5,800 for officer travel.

Urlacher reported some councils are doing work with NRCS that brings in income. Some of these contracts are for forestry-related work. He also said Tractor Supply Co. may have grant money for hoop houses.

Don Urlacher moved for Dakota West RC&D to pay any remaining costs for Duane Urlacher to attend the Western RC&D Association annual meeting in Idaho. The motion was seconded by Pam Meier and approved without dissent.

Water Wisdom 319 grant update and annual report

Davis reported \$15,297 has been spent down under Objective 1, leadership/support systems. This leaves a balance of \$28,503. A total of \$7,070 of the \$60,000 available has been granted to Dakota West and Dakota Prairies members for local water quality training and education. The most recent grant was \$3,000 to Cedar SCD for the 2016 Earth Day Festival held in Bismarck.

A balance of \$52,930 remains for member events and Davis encouraged members to send in project requests.

Davis said match from local projects, combined with the cash and in-kind value both councils' quarterly meetings, is now proving adequate. She will continue to monitor the match.

The board reviewed the first annual report for the Water Wisdom project that was written by Davis and submitted to the North Dakota Department of Health. As of Aug. 31, 2016, Section 319 grant awards totaled \$17,911. With the match of \$11,941, the cumulative project expenditures were \$29,852.

Davis told the board she has not yet had time to determine the cost share for Dakota West RC&D Council under the Water Wisdom project. She will be working on this in the next several weeks and will work with the executive committees of both councils on this.

The board discussed leaving all the start-up money (\$13,000) and the 319 reimbursements from the Health Department in the 319 checking account for the life of the grant. Davis reported that since Dakota Prairies is paying for all or most of the expenses up front, this may prove difficult for this council. She reported the Dakota Prairies RC&D board is meeting Oct. 18 and she will add this issue to the agenda.

Committees appointed

The group briefly discussed the need for several committees, a standing audit committee and a budget committee. President Odermann appointed the following to these two committees:

1. *Standing audit committee:* Frank Hatzenbuhler, Camie Janikowski and Pam Meier
2. *Budget committee:* Randy Gaebe, Bonnie Twogood and Don Urlacher

Davis will work with the budget committee on the 2017 budget, which will be presented during the January 2017 annual meeting. Secretary Hatzenbuhler will contact Mahlum Goodhart PC to review the council's financials.

Duane Urlacher said he would like to see Dakota West RC&D pay dues to join NARC&DC for 2017. Because he is now an officer in the Western RC&D Association, he is an alternate delegate to the NARC&DC annual meetings. Dues are currently \$450 a year.

The board also discussed eliminating the cost of the council-sponsored catered meal during the quarterly meetings as a way to save money.

Camie Janikowski moved for Dakota West RC&D to discontinue sponsoring the catered meal following each quarterly meeting and to have board members pay for their own meal. The motion was seconded by Duane Urlacher and approved without dissent.

Project/activity reports from members

- *Ron Obritsch:* Obritsch reported wind farms are destroying the countryside. He said there are more than 10 located south of Dickinson. They blade up the top soil and put in gravel.
- *Dr. Kris Ringwall:* Ringwall recommended we reserve more time at the beginning of these quarterly meetings to conduct more in-depth discussions about projects and potential projects. President Odermann said he will make this switch of the next meeting's agenda.
- *Camie Janikowski:* Janikowski reported Bowman/Slope SCD is planning a grazing and wildlife workshop for Nov. 9 in Rhame. The featured speaker is Jay Tanner from Utah. This SCD also held a Rural Women in America workshop Oct. 1 in Bowman.

Annual meeting

The annual meeting was scheduled for Monday, Jan. 23, 2017. It will be held at 9:30 a.m. (MDT) at the Dickinson Research Extension Research Center. The 2017 work plan and budget will be presented during the annual meeting.

Adjournment

President Odermann adjourned the meeting at 11:45 a.m. (MDT).