Minutes

Henricopolis Soil and Water Conservation District

Board Meeting

Held virtually via Zoom

January 21, 2021

The meeting was called to order by Ms. Anderson Ellis, Chair at 4:01pm.

**DIRECTORS PRESENT:** Nicole Anderson Ellis, Director and Chair

James Beckley, Director and Vice-Chair

Claiborne Yarbrough, Director and Treasurer

Anne-Marie Leake, Director

Ed Olsen, Director

Elizabeth Beckley, Associate Director

Herb Dunford, Associate Director

Jon Hruska, Associate Director

D**IRECTORS ABSENT:** Leon App, Associate Director

Donald Campen, Associate Director

Joyce Davis, Associate Director

**STAFF PRESENT:** Charles Lively, District Manager

Lindy Durham, Admin/Education Specialist

Stacey Heflin, Conservation Specialist

**COOPERATING**

**AGENCIES**

**PRESENT:** Denney Collins, VA Department of Conservation & Recreation

Eli Podyma, VA Department of Forestry

**GUEST:** Max Friedlander, Youth Conservation Leadership Institute

Mr. Beckley led the Pledge of Allegiance.

Ms. Leake gave the Invocation.

**PUBLIC COMMENT –** Charles Lively

**●** Mr. Lively announced that by permission of the Governor, the current electronic meeting is essential to the business of Henricopolis Soil and Water Conservation District during the state of emergency in Virginia and would be limited to one hour. A call-in number was announced for those without internet access. Ms. Leake moved that the meeting waiver be approved. Ms. Yarbrough seconded the motion. Being no discussion, the motion was approved unanimously by roll call vote. It should be noted that the meeting was recorded as a part of public record.

**MINUTES** **– Nicole Anderson Ellis.**

● Ms. Anderson Ellis noted that the minutes of the December meeting were provided in advance to the Directors. Additional time was allotted for review during the meeting

time. Ms. Leake moved that the minutes be approved with corrections. Ms. Yarbrough seconded the motion. Being no discussion, the minutes were approved to file for audit by roll call vote.

**TREASURER’S REPORT** – **Claiborne Yarbrough.**

● Ms. Yarbrough presented written reports for December 2020, Attachments 2 and 3.

▪ The statement ending balance in the Money Market account for November was $412,469.10. Interest for December was $3.54. There was one fund transfer to the Operating Account in the amount of $14,000.00 during the reporting period.

▪ The statement ending balance for the Cost Share account form December was $4,459.59. The account earned $0.26 in interest for the period.

▪ The statement ending balance for the Operating account for December was $16,967.93. The account earned $0.14 for the period. Total expenses for the month were $13,189.74.

▪ The Budget to Actual report was reviewed. The budget balance to date for the fiscal year is ($12,872.29).

Mr. Beckley seconded Ms. Leake’s motion to accept the Treasurer Reports. Being no discussion, the reports were filed for audit by roll call vote.

**NEW BUSINESS**

**● Nominating Committee Report- 2021 Board Officer Positions.**

Ms. Leake announced the slate of officers for 2021. She recommended on behalf of the Nominating Committee that the current officers from 2020 will continue to serve in 2021. *Chair: Nicole Anderson Ellis  
 Vice Chair: James Beckley  
 Treasurer: Claiborne Yarbrough  
 Secretary: Lindy Durham*

Ms. Yarbrough moved that the proposed slate be approved. Mr. Olsen seconded the motion. Being no further discussion, the motion was approved unanimously by roll call vote.

**● 2021 Associate Director Appointments.**

Ms. Yarbrough recommended on behalf of the Nominating Committee that the current Associate Directors be re-appointed to their positions for 2021. Mr. Olsen moved that the recommendation be approved. Ms. Leake seconded the motion. Being no further discussion, the motion was approved unanimously by roll call vote.

**● Committee Appointments.**

Mr. Lively requested that Directors, Associate Directors and Staff review the Committee list and volunteer for the Committees that interest them.

**● VCAP Approvals.**

Mr. Beckley shared the VCAP contracts that were presented to the Urban Committee at its meeting prior to the regular Board of Directors meeting. Those contracts included:

*i. 40-21-001;conservation landscaping; $2,619.75*  
 *ii. 40-21-002;rain garden; $1,794.00*  
 *iii. 40-21-003;permeable pavers; $10,000.00*  
 Mr. Beckley moved that the contracts be approved. Ms. Yarbrough seconded the motion. Being no further discussion, the motion was approved unanimously by roll call vote.

● **Employee Pay Action.**

Ms. Yarbrough requested the Board to consider a bonus for employees. Mr. Lively noted that funds for employee bonuses are included in the 2020-2021 budget. Ms. Yarbrough moved that District employees receive a $100 to be accompanied by the appropriate Pay Action Approval Form. Ms. Leake seconded the motion. Being no further discussion, the motion was approved unanimously by roll call vote.

**UNFINISHED BUSINESS**

**● Regenerative Ag Forum.**

Ms. Leake shared the flyer for the Regenerative Ag Forum. The virtual forum is planned for February 4 from 6:30-8:00.

● **Legislative Outreach.**

Ms. Leake announced that the VASWCD Legislative Agenda will be shortened and in- person lobbying will not take place due to COVID-19 restrictions.

**COMMITTEE REPORTS**

**● Land Preservation Committee.**

Ms. Anderson Ellis announced that the Deed of Easement on the Godsey Conservation Easement has been signed.

● **Urban Committee.**

The Urban Committee met prior to the regular Board of Directors meeting. Their report was given under New Business.

● **Ad Hoc – Comprehensive Plan Review.**

Ms. Leake announced that discussion of Henricopolis’ role in the Comprehensive Plan is on hold until it is released for public comment.

The meeting was adjourned at 4:49pm.

( ) Approved.

( ) Approved as amended.

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| Nicole Anderson Ellis, Chair |  | James Beckley, Vice-Chair |