



**Virginia Dare Soil and Water Conservation District  
Regular Board Meeting Minutes Approved  
Thursday, December 4, 2025, 8:00 AM**

**Opening**

Chair Vickie Greene called the regular meeting of the Virginia Dare Soil and Water Conservation District to order at 8:00 AM.

**Present**

- Chair Vickie Greene
- Vice Chair Jones
- Director Frank Drumm
- Director Bill Fleming
- Director Extension Agent Roy Flanagan
- District Manager Kathleen Sullivan
- Conservation Specialist Cory Hoar

**Absent**

- Director Mason
- VCAP/VBCAP Coordinator Brown

**1. Approval of Minutes**

**Frank Drumm** moved to approve the minutes.

**Leslie Jones** seconded the motion.

**Motion carried unanimously.**

**2. Approval of Treasurer's Report**

Kathleen read the Treasurer's Report:

- **Operations Checking Balance:** \$979,109.45
- **Cost-Share Checking Balance:** \$108,658.89
- **Total Available:** \$1,087,768.34

**Frank Drumm** moved to approve the Treasurer's Report.

**Bill Fleming** seconded the motion.

**Motion carried unanimously.**

### 3. Cost-Share Program (VACS)

Cory Hoar reviewed the VACS report and submitted the following applications for approval:

Contract #	Basin	Requested Approval	Acres	WFA - NM	NM-1A	WFA - CC	SL-8B	SL-8H
22-26-005	OCB	\$122,515.00		\$9,095.00		\$2,140.00	\$111,280.00	
22-26-011	OCB	\$168,420.70		\$34,952.70		\$3,724.40	\$129,743.60	
22-26-012	OCB	\$17,826.50		\$4,684.50			\$13,142.00	
22-26-025	OCB	\$438,520.37		\$65,144.05		\$7,092.12	\$366,284.20	
	CB	\$70,261.95		\$10,439.55		\$1,135.20	\$58,687.20	
22-26-033	OCB	\$22,308.00		\$1,216.80			\$21,091.20	
	CB	\$79,728.00		\$4,348.80			\$75,379.20	
22-26-034	OCB	\$139,523.55		\$18,928.35		\$2,818.80	\$117,776.40	
22-26-035	OCB	\$16,388.00		\$894.00			\$15,494.00	
22-26-036	OCB	\$26,606.30		\$4,673.70			\$21,932.60	
22-26-037	OCB	\$11,858.00		\$646.80			\$11,211.20	
22-26-038*	CB	\$1,836.00		\$122.40			\$1,713.60	
22-26-039*	OCB	\$3,804.00		\$570.60			\$3,233.40	
<b>Totals VACS</b>	<b>CB</b>	<b>\$208,696.00</b>				<b>\$208,696.00</b>		
	<b>OCB</b>	<b>\$1,632,511.38</b>				<b>\$1,666,421.00</b>		
<b>WFA Totals</b>	<b>CB</b>	<b>\$17,746.25</b>						
	<b>OCB</b>	<b>\$1,553,086.75</b>						

**Frank Drumm** moved to approve the submitted VACS applications.

**Leslie Jones** seconded the motion.

**Motion carried unanimously.**

### 4. VCAP/VBCAP Report

Kathleen reviewed the VCAP/VBCAP Report.

### 5. Nomination Committee Meeting

The Nomination Committee will need to meet to prepare a slate of officers for 2026. The Chair appointed Leslie and Roy to the Nomination Committee. The Chair will serve on the Committee.

### 8. Reports

- **SWCD Staff Reports:** The SWCD Staff submitted and reviewed their reports.
- **DCR Staff Report:** Kathleen Sullivan reviewed the DCR report. DCR recommends delegating approval authority to the Chair or Agriculture Committee for end of the year approvals.

**Roy Flanagan** moved to delegate authority to the Chair for end of the year approvals and signatures.

**Leslie Jones** seconded the motion.

**Motion carried unanimously.**

- **VCE Report:** Reviewed with updates and upcoming meetings.

**Minutes submitted by:**

Kathleen N. Sullivan, District Manager

**Approved by:**

Vickie Greene, Chair