



We work with the people who work the land.

**Virginia Dare Soil and Water Conservation District
Regular Board Meeting Minutes (Draft)
Thursday, March 26, 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 Lawrence Mason
- Director Roy Flanagan
- District Manager Kathleen Sullivan
- Conservation Specialist Cory Hoar
- VCAP/VBCAP Coordinator Emily Johnstone-Brown
- DCR CDC Crystal Lavin

Absent

- Director Bill Fleming

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:** \$1,476,095.39
- **Cost-Share Checking Balance:** \$3,413,741.34
- **Total Available:** \$4,889,831.73

Lawrence Mason moved to approve the Treasurer's Report.

Roy Flanagan seconded the motion.

Motion carried unanimously.

3. Cost-Share Program (VACS)

Cory reviewed the VACS Report and submitted the following applications for approval.

Contract #	Basin	Requested Approval	Acres	WFA - NM	NM-1A	WFA - CC
22-26-017*	OCB	\$81,186.10		\$7,484.50	\$1,713.60	\$71,988.00
22-26-040	OCB	\$1,239.24		\$1,239.24		

Leslie Jones moved to approve the Cost Share applications.

Lawrence Mason seconded the motion.

Motion carried unanimously.

4. VCAP/VBCAP Report

Emily reviewed the VCAP/VBCAP Report and submitted the following VBCAP application for approval.

VB22-26-008 LS - Living Shoreline 100 LF \$30,000.00

Leslie Jones moved to approve the VBCAP application.

Lawrence Mason seconded the motion.

Frank Drumm abstained from the vote.

Motion carried unanimously.

5. Budget Committee Report

The Budget Committee submitted their report to the Board of Directors. The Board accepted the Report as submitted.

6. Review District Policies

Kathleen reviewed the Personnel, Purchase, Vehicle and Credit Card Policies with the Board and staff.

- **SWCD Staff Reports:** The SWCD Staff submitted and reviewed their reports. Emily reviewed VCAP and VBCAP activities, training, and other events.

Cory reviewed Tire Days. The Board discussed hosting an oil recycling event for local Producers. Cory will work on getting additional details and report back to the Board.

Kathleen is preparing for Agriculture Reading in the Classroom. There are currently twenty-two schools signed up. Kathleen reviewed the VBCAP Quarterly Meeting discussions.

- **DCR Staff Report:** Crystal reviewed the DCR Staff Report. All quarterly reports are due by March 15th.
- **VCE Report:** Reviewed with updates and upcoming meetings. The Master Gardener Plant Sale is April 24-25.

Minutes submitted by:

Kathleen N. Sullivan, District Manager

Approved by:

Vickie Greene, Chair