



We work with the people who work the land.

**Virginia Dare Soil and Water Conservation District
Regular Board Meeting Minutes (Draft)
Thursday, April 23, 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 Bill Fleming
- 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
- NRCS Soil Conservationist Kristina Clifton
- Extension Agent Nathan Sedghi

Absent: None

1. Approval of Minutes

Frank Drumm moved to approve the minutes.

Lawrence Mason seconded the motion.

Motion carried unanimously.

2. Approval of Treasurer's Report

Kathleen read the Treasurer's Report:

- **Operations Checking Balance:** \$1,427,776.41
- **Cost-Share Checking Balance:** \$2,748,125.48
- **Total Available:** \$4,175,901.89

Leslie Jones moved to approve the Treasurer's Report.

Bill Fleming 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
22-26-003	OCB	\$94,629.60		\$15,888.80		
22-26-041	CB	\$4,432.00		\$265.92		\$4,166.08

Frank Drum moved to approve the Cost Share applications.

Leslie Jones seconded the motion.

Motion carried unanimously.

4. VCAP/VBCAP Report

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

VB22-26-009 LS - Living Shoreline 130 LF \$18,790.40

Lawrence Mason moved to approve the VBCAP application.

Leslie Jones seconded the motion.

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. Emily is completing VCAP spot checks.

Cory reviewed oil recycling options for the oil recycling program.

- **DCR Staff Report:** Crystal reviewed the DCR Staff Report.
- **NRCS Report:** Kristina Reviewed the USDA/NRCS Report. The LWG Group met and reviewed and completed the LWG Questionnaire.
- **VCE Report:** Reviewed with updates and upcoming meetings.

Minutes submitted by:

Kathleen N. Sullivan, District Manager

Approved by:

Vickie Greene, Chair