



**Virginia Dare Soil and Water Conservation District
Regular Board Meeting Minutes (Draft)
Thursday, May 28, 2026, 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
- NRCS Soil Conservationist Kristina Clifton
- Extension Agent Nathan Sedghi

Absent: None

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:** \$1,573,247.75
- **Cost-Share Checking Balance:** \$1,489,347.45
- **Total Available:** \$3,062,595.20

Leslie Jones moved to approve the Treasurer's Report.

Lawrence Mason 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
22-26-008	OCB	\$23,355.30		\$5,554.30	\$345.00	\$16,276.00
SL-8B	SL-8H	SI-8A	WFA			
		\$1,180.00				
22-26-010	OCB	\$262,520.20		\$53,694.40	\$5,950.00	\$202,875.80
SL-8B	SL-8H	SI-8A	WFA			
		5,124.30				
	CB	\$6,274.40		\$5,464.80	\$809.60	
		5,464.80				
22-26-025	OCB	\$429,178.62		\$61,297.90	\$6,753.92	\$361,126.80
	CB	\$66,635.45		\$13,085.05	\$1,421.20	\$52,129.20

Leslie Jones moved to approve the submitted Cost Share applications.

Lawrence Mason seconded the motion.

Motion carried unanimously.

Cory submitted the following Cost Share Application for Carryover.

22-26-008	OCB	\$23,355.30		\$5,554.30	\$345.00
SL-8B	SL-8H	SI-8A	WFA		
		\$1,180.00			

Bill Fleming moved to approve carryover for contract 22-26-008

Leslie Jones seconded the motion.

Motion carried unanimously.

VACS Contract #22-26-0036 has been overpaid by \$4.00. This was an error made in the tracking program. Kathleen requested that the Board approve moving \$4.00 from Operations to Cost-Share Checking to cover the \$4.00 over payment.

Bill Fleming moved to approved transferring \$4.00 from Operations Checking into Cost-Share Checking Account to cover the overpayment of contract #22-26-0036.

Leslie Jones seconded the motion.

Motion carried unanimously.

4. VCAP/VBCAP Report

Emily reviewed the VCAP/VBCAP Report.

5. Personnel Committee Report

Vickie read the Personnel Committee Report. All employees met with the Personnel Committee to review their Annual Self-Evaluations and to review their job descriptions.

Frank Drumm moved to accept the Personnel Committee Report.

Lawrence Mason seconded the motion.

Motion carried unanimously.

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 will have an Appreciation Dinner for the District's Outreach Program on June 23, 2026.

Kathleen reviewed her report. She is preparing to close out Fiscal Year 2026.

The Virginia Beach Annual Funding will now be part of the Virginia Beach Department of Agriculture's budget. This is a change from funding coming from Community Grants.

DCR Staff Report: Kathleen reviewed the DCR Staff Report.

Kathleen requested that the Board delegate Authority to a Director or Chair to approve final PY 26 VACS cost-share approvals.

Frank Drumm moved to delegate authority to the Chair for PY 26 VACS cost-share approvals

Leslie Jones seconded the motion.

Motion carried unanimously.

The Board discussed nominations for the At Large Appointed Director Position. The Chair opened the discussion to nominations for the At Large Appointed Director Position.

Leslie Jones moved to reappoint Frank Drumm to the At Large Appointed VA Dare SWCD Director Position.

Lawrence Mason seconded the motion.

Frank Drumm abstained from the vote

Motion carried.

NRCS Report: Kristina Reviewed the USDA/NRCS Report.

VCE Report: Reviewed with updates and upcoming meetings.

Minutes submitted by:

Kathleen N. Sullivan, District Manager

Approved by:

Vickie Greene, Chair