



Tehachapi Resource Conservation District

Conserving and Enhancing Our Natural Resources and Environment

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BOARD MEETING

Minutes for February 8, 2024

1. **Call to Order:** At 10:20 am by President Barraclough
2. **Roll Call:** Present: Directors Barraclough, Duggan and Hammond. Absent Director Casdorff. Present Arnelis Crespo, and Sarah Hardisty, NRCS and Jillian Wood, Conservation Technician. Public None
3. **Amend the Agenda:** No changes
4. **Public Comment** None
5. **Minutes:** Director Duggan made a motion to approve November 9, 2023 minutes with revisions. Director Hammond second. All ayes. Director Duggan made motion to approve December 7, 2023 minutes with amendments Director Hammond second. All ayes. Director Duggan made motion to approve minutes from January 18, 2024 with amendments. Director Hammond second. All Ayes.
6. **Financial Report:** Director Barraclough told the Board that she and Director Casdorff visited Balancing Act to discuss the July and August 2023 Financial Statements. To separate grants from general fund they will charge \$75 a month extra. She said that a fee of \$525 needs to be paid to go back to July 2023 to separate grant funds. Director Barraclough sent Balancing Act an email with all the necessary fixes. Main checking has \$1196, the grant has \$10,592.05 (NACD TA2021). The Kern Auditor wants all requests for transfer of Kern Funds to be in person or by fax, no more emails accepted. Director Duggan says he gets a bill from Word Press. He needs to discuss with Chris Nielsen to see if it is needed for go-daddy account? What is it for? There are penalties from Heartland and Director Barraclough needs to review. We need to look how we accept credit cards for payment. They are charged a penalty. Heartland is the app Bank of Sierra uses. She is looking into this. Next treasurer should have financial background to understand all these financial issues. Also, we need a director to be an officer. Director Duggan has contacted the local Supervisor asking for a new Board Member. California taxes and unemployment are not getting paid correctly. Balancing Act was contacted to correct this. The RCD does not pay SDI. They will send in a request to get Ms. Wood a refund as she has paid this too. Director Duggan has been on the board 26 years. Auditor did a Special District's Transactional Report for property tax relief and we get a portion of the home owners relief fund. We should have everything for the 2021/22 audit. BSK wants check stubs or carbon copies and/or bank statements. Director Barraclough is meeting with him next week. Director Duggan said he can email BSK all the statements from July 2021 to June 2022. Director Barraclough shared check books with Directors.
7. **NRCS:** Ms Crespo introduced new Conservation Technician, Sarah Hardisty. NRCS is getting a lot of Inflation Reduction Act money. She is looking forward to Feb. 21st meeting in Bear Valley with forester and the residents. They are working hard to get contracts out.
8. **Staff Report:** Ms. Wood has emailed Bear Valley garden club and a meeting is scheduled for March 15th. 2:00-3:30 pm with Director Hammond speaking. Ms. Wood is doing outreach for NRCS at that meeting. The Farm list is being updated with the help of Director Hammond for future outreach. CARCD conference had a class on how to do outreach. She is talking with other RCDs in Kern County. She also won a free entry to 2024 CARCD conference. We received an email from DuDec about grant management. We have no money yet. Spoke with Diana Waller at NRCS and she said advances are very rare. They have done one. Directors Barraclough and Casdorff met to fill out a reimbursement request instead. From Oct. 1, 2023 to end of December 2023. This will then match

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the reporting for NACD grant as each is paying half of Ms. Wood's salary. The Board needs to determine how to pay for Ms. Wood after NACD grant is run out. Maybe a loan from the CARCD program for RCDs.

9. **New Business:** Voted in new officers for 2024. Director Duggan made a motion to re-elect Director Barraclough for president and treasurer. Director Hammond second All ayes. Director Barraclough made a motion to re-elect Director Duggan for Vice-President. Director Hammond second. All ayes. Director Hammond made a motion to re-elect Director Casdorff as secretary. Director Duggan second. All ayes.
10. **Old Business:**
 - a) **Ecology Center Update:** Need a new vanity installed. The roof in the Oak Hall is still leaking. Director Hammond needs to get specialized material in Bakersfield to fix all six skylights. The windows upstairs in loft are leaking with all the rain.
 - b) **TRCD Nursery:** We planted narrowleaf milkweed in 40 pots. Need to repot grasses in the back area.
11. **Board Member Comment:** Director Hammond asked that an event or meeting of the TRCD be tied, (by by-laws) to the School District inclement weather schedule that cancels school attendance if bad weather.
12. **Adjourn:** Director Hamond made motion to adjourn Director Barraclough second. All ayes. Adjourned 12:10 pm