



Tehachapi Resource Conservation District

Conserving and Enhancing Our Natural Resources and Environment

(661) 825-5400

info@TehachapiRCD.org

Minutes April 19, 2017

1. Call to Order: President Giuffre called meeting to order at 6:15.
2. Roll Call President Giuffre took roll call. Present is Secretary Cheryl Casdorff, Treasurer Ed Duggan, Assoc Director Julia Barraclough and Elvia Swann, staff. The public present if John Hammond, Tehachapi News, Michelle Berryman.
3. Board Minutes. Director Duggan made motion to approve minutes as is. Director Casdorff seconded. All ayes.
4. Financial Report. Director Duggan said audit is complete and should be turned in to the State by auditors. He will follow up that this was done. The audit cost \$2700. We have hooked up paypal to our website and did Board of Equalization for taxes. Director Duggan also completed Form 700 so all directors have done this. We might want to do a separate account at bank for paypal as other people have access to it. Director Casdorff made motion to do separate account for paypal. Director Duggan seconded, all ayes.

Ms Swann is setting up files so have one for bills that she can come into office and pay. Balancing Act, our accountants, are to remain as a third party oversight of our accounts and will be looking at finances as well as Ms. Swann.

5. Public Comment: Michelle Berryman spoke. She is representative for 4H in our community. She would like to work with TRCD in any capacity. She spoke of grant support for City of Tehachapi for tree planting. Director Duggan made motion to write a letter of support from the TRCD. Director Casdorff to write letter of support for President to sign.
6. NRCS. Envirothon is cancelled as told to President Giuffre. But maybe, Phil Dixon said, if TRCD handles money, maybe they can still put it on. There is a problem with accounting at the Envirothon agency. President Giuffre will call Mr. Dixon for further information. Agency members not present, no additional presentation.
7. IT No issues at this time. See Section 4.
8. Plant Sale. Sunset Design will give us a quote to redo our website to do the entire plant order form on computer and link to paypal. President Giuffre contacted the president of the Desert Mountain RC &D to remind him we had not been paid for last year's plant sale. Treasurer Duggan said he received a check from them for \$917.69. There were no additional answers to questions regarding accounting from Ms. Swann. TRCD decided this is the end of 2016 plant sale. President Giuffre said she did \$1,000 presale of plants for 2017 sale from El Nativo and \$75 for delivery. Director Duggan gave the president \$300 check to purchase the Antelope Valley tree farm plants.

321 West C. Street, Tehachapi, CA 93561

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9. Building. The RCD building, owned by the County, is being sold. Director Duggan asked if we could make an offer. We need phase 1 assessment on the property. Discuss further at next meeting.

Adjourned 8:00 p.m.

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