



# Tehachapi Resource Conservation District

Conserving and Enhancing Our Natural Resources and Environment

(661) 825-5400

tehachapircd@gmail.com

## MINUTES

August 1, 2018

1. Start time ~6:20 pm
2. Roll Call: Present: Julia Barraclough, Jeannine Giuffre, Cheryl Casdorff  
Phil Dixon, NRCD and Director Duggan are absent. Director Barraclough made motion to approve July 9 minutes with corrections. Director Casdorff seconded. All ayes.
3. Financial Report: Director Barraclough spoke for Director Duggan as his assistant that all bills have been paid. She is working with Director Duggan and auditor to finalize 2016/2017 audit. We received an email from the auditor with questions and items that need review. Auditor needs July 2017 minutes. On line has July 2016 minutes under July 2017. Director Casdorff to investigate. Director Barraclough went on to say the RCD needs a monthly working budget of bills (and incoming money). She will bring up at the August Planning meeting. Director Giuffre says she has a card from the Ag Department to have them switch bills to our name. They have been paying gas and electric.
4. Public Comment. No public in attendance
5. NRCS report: Mr Dixon not in attendance. Director Barraclough will contact Mr. Dixon about meeting with school superintendent.
6. Webmaster: Not in attendance. Director Casdorff indicated web page needs updating and board members should take more active role to direct webmaster to update and add items. Take off banner regarding plant sale from webpage. Paypal is up we can start working on selling books. We need to charge shipping and handling. Directors Giuffre and Barraclough will inventory books upstairs in boxes. We should put a bio of each director onto webpage. Expertise and passion should be included. Add sponsoring range camp/envirothon. The history of RCD should be later on page. We will be expanding Mr. Nielsons duties as webmaster.  
Goal: put on webpage:
  - Who we are now
  - What we are doing – have link to range camp, envirothon - Board should look at website at least every 3 months.
  - Facebook. Link to webpage. Director Barraclough has volunteered to update.
7. Old business:
  - A. County Building: Tip Top Arborists to trim trees in front and back of building.
  - B. Fire Safe Council: They will meet July 31 here in our building. They had CERT and equine evac at fire safety meeting for Hart Flat area. This plan could be used in other areas in Tehachapi.
  - C. Five Year/one year plan: Special meeting set up for August 29<sup>th</sup>, 2018. RCD should be doing yearly letter to the Kern County Board of Supervisors telling them what we are doing. Director Casdorff made motion that every July we do a yearly review and share. Every August we do

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Website: TehachapiRCD.org



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a planning meeting for the next year. Director Barraclough second. All ayes. Special meeting starts at 4:00 pm. One hour brainstorm then break for dinner. Then back to 1 yr/5 yr plans.

- D. Tier One Requirements: Director Barraclough made motion to purchase Tier One policy handbook and Brown Act book. Director Casdorff second. All ayes. She will purchase.
- E. Trees for Tehachapi. Director Giuffre has leftover trees planted in pots. At annual Old West Ranch picnic Director Giuffre will donate these trees. Also work with NRCS if we can get a grant for a greenhouse.
- F. Board Member renewals: Director Casdorff will talk to clerk of the Board about reappointment of directors. She will draft a letter to District 2 and Clerk of the Board.
- G. Plant Sale: Meeting July 27. Director Giuffre to buy seed balls for fundraising. Need more retail on line. Or at local businesses. How would this work? Committee will discuss. Next meeting Aug 15 at 11:00 am.
- H. New Business: A. TRCD regional meeting for High Desert RCDs. Oct 25<sup>th</sup> ? at 10 am. Here in our new building with lunch. Check with High Desert Group. They do agenda. Email list of notification, East Kern RCD has it. Send out a save the date email. We have paypal. Can they pay on line. WE need to charge for food meeting and speaker if we have one. HighDesert region (Mojave RCD) gets money . We get reimbursed Why is there extra money and why do they handle it? Need to rent table and chairs?
  - B. Safe Deposit Box: Bank of Sierra? What is the cost?
  - C. Scholarships: Talk at next meeting August 29<sup>th</sup>.
  - D. Threatening phone call to Director Barraclough. We need to be careful.

I. Adjourn at 11:25 p.m.

Next meeting August 29, 2018

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