



# Tehachapi Resource Conservation District

Conserving and Enhancing Our Natural Resources and Environment

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## BOARD MEETING

Minutes for March 14, 2024

1. **Call to Order:** At 10:30 am by President Barraclough
2. **Roll Call:** Present: Directors Barraclough, Casdorff and Hammond. Director Duggan came at 10:55 am. Present Arnelis Crespo, NRCS and Jillian Wood, Conservation Technician.  
Public None
3. **Amend the Agenda:** Hold off discussion of financial business until Director Duggan can attend. Also, postpone items D, E and F in old business.
4. **Public Comment** None
5. **Minutes:** Director Hammond made a motion to approve February 8, 2024 minutes with revisions. Director Barraclough second. All ayes.
6. **Financial Report:** Director Barraclough reported that the RCD got reimbursed the day before into our account for \$6,509.56 from NRCS for first quarter reimbursement from the grant. Grant fund has \$12,376.72, main account has \$9,328.08. Kern Fund \$14,140.96. 2021/22 Audit is ready to sign. Director Casdorff made a motion to allow Director Barraclough to sign a presentation letter and other documents for the audited financial statement. 7/1/21 to 6/30/22. Director Duggan second. All ayes. Director Duggan made a motion to approve June 30, 2023 financial statement subject to Director Barraclough getting satisfactory explanation or resolving the \$700 depreciation expense. Director Hammond second. All ayes. Heartland charged us fees for noncompliance for how we handle credit card data. We need processes, procedures and policies written and adopted. Director Barraclough will draft for Board approval. Heartland is registered to Ed. Need to change. Also, she will try to work with Heartland to get fees back as we took no credit cards during that time.
7. **NRCS:** Ms Crespo said all staff was in Monterrey for a conference. She and Ms. Wood will meet to plan for contract training. NRCS will provide more training for her and maybe have her come to office in Lancaster once a week. Inflation reduction act has money for tractor replacement, high and low tunnels. They are working with composters for organic producers. NRCS will be helping Tubatalabal tribe in Kern area on their 160 acre parcel. Also working with Tejon Ranch on 500 acres in Antelope Valley.
8. **Staff Report:** Ms. Wood said our name is getting out there for plant sale. People are calling. Her federal computer is still not working. NRCS is working with her to fix.
9. **Old Business:**
  - a) **SDRMA questionnaire:** Director Casdorff asked to postpone to next meeting,
  - b) **Ecology Center Update:** Ask NRCS who maintains their copy machines? Ours needs to be serviced. Ms. Wood will look into it.
  - c) **Cerro Coso College MOU:** Director Hammond made a motion to allow Director Barraclough to sign MOU with the college when finalized and to allow Director Casdorff to sign Resolution 2024-1. Director Duggan seconded. All ayes.
  - d) **Plant Sale:** Ms. Wood will do an Event on facebook. Everything is going forward.
  - e) **Trees for Schools:** Director Hammond is working with Tehachapi-Cummings Water District for donations. He is also talking to school superintendent.
10. **Board Member Comment:** None
11. **Adjourn:** Director Casdorff made motion to adjourn Director Hamond second. All ayes.  
Adjourned 12:25 pm

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Website: [TehachapiRCD.org](http://TehachapiRCD.org)