

**Menard County Soil and Water Conservation District**  
**January 10, 2024, 8:30 A.M.**  
**Board Meeting Agenda**

Present: George Staab, David Dowell, Ryan Todd, Kenton Bell, John Lyons, Andrew Fulton, Samantha Holliday

George Called the meeting to order @ 8:45 A.M.

NRCS Updates- Andrew- Soil conservation will start in April- 18 applications for EQIP, CSP no applications (6 active agreements), CRP still no word on it, we discussed possibly having water shed meetings

**Old Business:**

- Election- Dates- January
- Update/Amend Personnel Policies/ Time Clock- Fix some of the personnel policies from our handbook. Will be paid after the signatures every other Friday turn in timecards for signature- John Lyons motioned the changes and George second the motion, all in favor (maternity leave- get more information on it)- George motioned it and David second the motion. All in favor

Juneteenth is a Federal Holiday- George motioned and John Lyons second the motion, all in favor to add to personnel policy

- Contingency Plan for government shutdown- We are going to look into it
- Sponsors- \$945 we have received for sponsors
- Equipment Sales- Went over our sales for the past 6 months

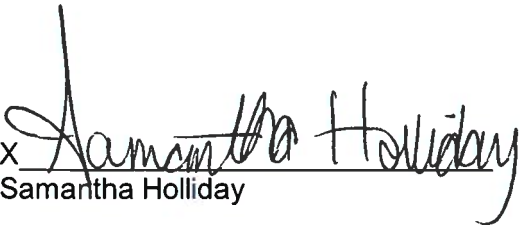
**New Business:**

- Review and vote on executive session minutes- George Staab motioned that we except the letter and the two minutes, David second the motion, and all in favor
- Review and vote on personnel policy handbook changes
- Discuss new hire pay and schedule- the ad closes 1/19/2024- starting out pay will be \$20
- Change banking information- George motioned and John seconded the motion
- Review Resumes- Questions
- Update financials- George Motioned, Kenton second the motion and all in favor
- Report from IDOA- Grant Disbursements- went over when it was due
- Plant, Tree, Fish Sale- update- \$1,222 vote to accept the sales George motioned Kenton second the motion all in favor
- Soil Test Kit- Tabled- call Ingrams
- Admin Agreement- Update- Went over that and how many new applications we have received
- Newsletter update
- Look into time clock on Quickbooks- George motioned and Kenton second the motion, all in favor

- Equipment- update
- Vote on taking Ellie off everything she had access to (banking, Quickbooks, all of our website, all access needs to be updated without her on it) -George motioned and David second the motion, all in favor
- Samantha Holliday- work full time until we find someone George motioned and John Lyons second the motion, all in favor
- Plat books 2024- get 10 plat books, George motioned, Kenton second the motion, all in favor

George adjourned the meeting and Kenton second the motion, all in favor

X   
George Staab

X   
Samantha Holliday