



**ST. JOSEPH COUNTY CONSERVATION DISTRICT BOARD MINUTES
FOR THE MONTH OF JUNE 2011**

Members Present: Carol Higgins, Rebecca Shank, Edgar Miller, Stephen Mock and John Nelson

Members Absent: none

Additional Present: Josh Crandall, Dave Sadewasser and Robert Perry

Recording Secretary: Amy DeShon, Executive Director

In the absence of a board President, Amy DeShon, Executive Director convened the Board meeting at 5:08 PM. The first order of business was to select a Board Chair-President. John Nelson motioned and Stephen Mock seconded to nominate Carol Higgins to Board Chair-President. Hearing no objections from Carol Higgins, motion passed unanimously. Amy DeShon then turned the meeting over to Carol Higgins.

Carol then called for members to select a Vice President, Treasurer, and Secretary. John Nelson motioned and Edgar Miller seconded to select Stephen Mock as Treasurer. Hearing no objections from Stephen Mock, motion passed unanimously. Stephen Mock motioned and Edgar Miller seconded to select John Nelson as the third Board signatory on our accounts at Citizen's Bank. Hearing no objections from John Nelson, motion passed unanimously. John Nelson volunteered to become Vice President of the Board and Edgar Miller seconded. Motion passed unanimously. John Nelson motioned and Stephen Mock seconded to select Rebecca Shank as Secretary of the Board. Hearing no objections from Becky, motion passed unanimously.

To reiterate, here is a list of current members, titles, and duties:

Carol Higgins, Board Chair/President, signatory on Citizen's Bank accounts

Stephen Mock, Board Treasurer, signatory on Citizen's Bank accounts

John Nelson, Board Vice President, signatory on Citizen's Bank accounts

Becky Shank, Board Secretary

Edgar Miller, Board member

Amy DeShon, Executive Director, signatory on Citizen's Bank accounts

ADDITIONS TO THE AGENDA: Carol Higgins requested that we add to the agenda discussion of a letter of gratitude to Tom Springer, Henry Miller, and Eddie Mackay. She asked that we consider the appropriate day and time of Board meetings. And, if Don Eaton attended the meeting, then she wanted him to answer to what benefit is the Trine University-St. Joseph County issue for the St. Joe County Conservation District. Hearing no objections, these items were added to the agenda.

GUESTS: No guests were present at this meeting: no public comments were heard.

MINUTES: Edgar Miller motioned and Stephen Mock seconded to approve the minutes of the May meeting. Motion carried unanimously.

APPROVED: Carol Higgins DATE: 7-12-11

TREASURER'S REPORT: Discussion ensued. John Nelson motioned and Stephen Mock seconded to create an ad-hoc committee of the Board to prepare and review the 2011-2012 budget and prepare the St. Joseph County's 2012 Appropriations documents for submission to Judy West-Wing by the deadline. Carol suggested that Don Eaton be included in this work. This ad-hoc committee's members will include: Carol Higgins, John Nelson, Don Eaton, and Amy DeShon. Motion carried unanimously. Becky Shank motioned and John Nelson seconded to approve the Treasurer's Report as presented. Motion carried unanimously.

EEOC: Josh Crandall reminded the board that as we issue materials about the River Cleanup Project, etc., to the public, NRCS requests that an EEOC statement be included at the bottom of each document. Amy DeShon agreed to include this with each publication.

MILLFARM SHORT-SALE OFFER: Discussion ensued. John Nelson motioned and Stephen Mock seconded to sell the MillFARM property, located at 59222 M-66, Centreville, MI (Tax ID #7501202400101) to Richard Hochstetler for \$60,000 cash, contingent upon due diligence prior to close. Motion carried unanimously.

POTAWATOMI RC&D RIVERBANK STABILIZATION PROJECT UPDATE: Carol Higgins informed the board that the Potawatomi RC&D Council has just recently hired an Executive Director and that, she expects, after a transition period, this person will be able to return to working on the Riverbank Stabilization Project grant application process. The St. Joe County Conservation District will be a partner involved with this project once this process is resumed.

ADJOURNMENT: Stephen Mock motioned and Edgar Miller seconded to adjourn the Board meeting at 7:30 PM. Motion carried unanimously.

Respectfully Submitted,
Amy DeShon
6/16/11