



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

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

Members Absent: none

Additional Present: Josh Crandall, Dave Sadewasser, Robert Perry and Rick Cordes, Three Rivers Commercial News

Recording Secretary: Amy DeShon, Executive Director

Carol Higgins convened the July 12, 2011 Board of Directors meeting at 5:08 PM.

ADDITIONS TO THE AGENDA: A motion from John Nelson, seconded by Stephen Mock was made to add a closed session of the Board, with the Executive Director present, to the agenda. The purpose of this closed session was to discuss how the St. Joe County Conservation District intends to approach the St. Joseph County Board of Commissioners for additional funding. Motion carried unanimously.

GUESTS: There were no guests or public present who chose to speak.

MINUTES: John Nelson motioned and Stephen Mock seconded to approve the minutes of the June 14, 2011 meeting. Motion carried unanimously.

APPROVED: Carol Higgins DATE: 8-9-11

TREASURER'S REPORT: Amy DeShon highlighted some items from the Balance, Profit & Loss, A/R, A/P, Monthly Budget v. Actual, and 2010-2011 Preliminary Budget. Discussion ensued. Rebecca Shank motioned and Edgar Miller seconded to approve the Treasurer's Report as presented. Motion carried unanimously.

BOARD MEETING TIME AND DATE: Stephen Mock motioned and Rebecca Shank seconded to leave the scheduled Board Meetings to the second Tuesday of every month, convening at 5 PM. Motion carried unanimously.

NEW ACCOUNT AT CITIZEN'S BANK: John Nelson motioned and Stephen Mock seconded to create a new account at Citizen's Bank that will be referred to as the "Sturgis Bank Loan" account. Discussion ensued. Rebecca Shank motioned and Stephen Mock seconded to have the signatories on this account be the same as those on our regular checking account. Amended motion carried unanimously. Original motion carried unanimously.

PETITON TO ST. JOSEPH COUNTY BOARD OF COMMISSIONERS: Rebecca Shank motioned and John Nelson seconded to utilize the cover letter provided to the board for their review by Amy DeShon

when approaching the Commissioners with our petition for emergency support. There were just a few minor changes requested, for example, to add Carol Higgins' telephone number and email address to the bottom of the letter. Motion carried unanimously.

STAFF REPORTS: In the absence of written staff reports, each staff person was provided with a few minutes in which to update the board on their work.

CLOSED SESSION: John Nelson motioned and Stephen Mock seconded to move to closed session at 6:40 PM. Motion carried unanimously.

John Nelson motioned and Stephen Mock seconded to increase our St. Joseph County Appropriations request for 2012 from \$22,000 per year to up to \$100,000 per year in order to replace the Conservation District's operating funds once provided to us by the State of Michigan budget.

John Nelson motioned and Stephen Mock seconded to re-open session. Motion carried unanimously.

ADJOURNMENT: John Nelson motioned and Edgar Miller seconded to adjourn the Board meeting at 7:16 PM. Motion carried unanimously.

Respectfully Submitted,
Amy DeShon, Executive Director
7/13/11