



Androscoggin Valley Soil and Water Conservation District
Making Conservation Work for You

MONTHLY BOARD OF SUPERVISORS MEETING
MINUTES

Date: Wednesday, April 11, 2018

Time: 2:00PM-4:30PM

Location: 254 Goddard Road Lewiston, ME 04240

ATTENDANCE: Terri Teller, Justin Early, Ethan Miller, Francis Eane, Nick, Courtney, Teddy, Katie Carville, Kathy Shaw, Shirley Hatch, Mark Emmons, Anne Emmons, Steve Sinisi, Jim Johnson, Josie Lahey

CALL TO ORDER TIME: 2:05

Presentations:

1. Bates College Presentation- AVSWG Survey Design

3:00 PM

Reports:

1. District Conservationist Report
 - a. Workload Analysis
 - b. NRCS Staffing for field offices
2. District Manager Monthly Report
 - a. Suggestion to have Bates survey at plant sale

Action Items:

1. Minutes of Last Meeting
 - a. Kathy motions to approve the minutes. Mark 2nds. All in favor.
2. Financial Reports
 - a. Balance Sheet
 - b. Profit and Loss
 - c. Can we do a 1 time debit of over \$2000.00 on the debit card if we call the bank first?
 - d. Mark motions to cap the "rainy day fund" at \$2000.00 at which time the monthly transfer of \$50.00 from Projects Savings to "rainy day fund" will stop. This account will be kept at \$2000.00. Kathy 2nds. All in favor.
 - e. Mark motions to accept financial reports. Kathy 2nds. All in favor.
3. AVSWG Contract
 - a. Kathy motions to approve the AVSWG contract with Lewiston and Auburn. Mark 2nds. All in favor.
 - b. Kathy motions to approve the AVSWG contract with Lisbon and Sabattus. Katie 2nds. All in favor.
4. T&T Contract
 - a. Kathy motions to accept the T&T contract. Mark 2nds. All in favor.
5. TLEA
 - a. Mark motions to accept the TLEA contract. Kathy 2nds. All in favor.



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Discussion:

1. MACD-Envirothon
 - a. Katie- expect around 100 people. 4 people per team. Morning- muffins, donuts, fruit. Lunch- sandwiches, chips, snacks or a bag lunch. Water.
2. IRS-“State and Local governmental agency under a Section 218 Agreement between IRS and State of Maine. Exempt form annual filing of Form 990.
3. Updates: plant sale, workshops, etc.

Next Meeting:

Thursday, May 17, 2018 6:00-8:00PM

ADJOURN TIME: Katie motions to adjourn. Kathy 2nds. All in favor. 4:45PM

Executive Session- Time Permitting- Tabled

Personnel Policy Review