



Androscoggin Valley Soil and Water Conservation District

Monthly Board of Supervisors Meeting

AUGUST MINUTES

Date: August 16, 2018

Time: 7:00PM – 9:00PM

Location: 254 Goddard Rd. Lewiston, ME 04240

Call to Order: 7:05

Attendance: Kathy, Katie, Steve, Terri, Josie

NO.	ITEM	DESCRIPTION & OBJECTIVE	ALLOTTED TIME	NOTES
1.	Minutes of Last Meeting	Review minutes of last meeting. Kathy motions to approve minutes. Steve 2nds. All in favor.	2 min	
2.	NRCS District Conservationist Report	Updates on NRCS programming from Terri Teller. Jim is out on vacation. No vote needed.	10 min	Budget ends for federal government on Oct 1.
3.	AVSWCD District Manager Report	Updates on: <ul style="list-style-type: none"> Androscoggin County Budget Meeting AVSWG Lisbon/Sabattus- Report Time and Tide- Budget NRCS- Contribution Agreement 2018/2019 No vote needed.	15 min	
4.	MACD Dues	MACD 2 nd Quarter Dues Vote needed for dues. Need instructions for Envirothon. Dues are tabled for August. Motion to draft a letter to MACD regarding dues and Envirothon assistance. Kathy 2nds. All in favor.	10 min	MACD: Ask that 1 st Quarter of 2019 Jan-Mar is waived to help offset the costs of organizing, promoting, and hosting the regional Envirothon. *Based on research. *Imposes. Historically ran in the red. Not financially responsible to take on someone else's project.
5.	Financial Reports	Balance sheet. Profit and Loss statement. Others. Vote needed. Katie motions to accept financial reports as presented. Kathy 2nds. All in favor.	8 min	
6.	Election	Appoint election superintendent. Vote needed. Katie nominates Josie as the election superintended. Kathy 2nds. All in favor.	5 min	
7.	Document Retention Guidelines	Look over policy. Make changes. Vote needed. Kathy motions to approve Document Retention Guidelines. Katie 2nds. All in favor.	10 min	
8.	Select Candidate to Hire	Go over interviews. Read writing prompt responses. Select pay rate. Select hire date. Vote needed. Katie motions to offer Mackenzie Richard an offer for 24 hours a week at a starting pay of \$14.00 for 5 pay periods and then up to \$14.50 with a start date of September 4, 2018. Kathy 2nds. All in Favor.	45 min	