



Androscoggin Valley Soil and Water Conservation District

Monthly Board of Supervisors Meeting

JANUARY MINUTES

Date: January 24th, 2019

Time: 10:00AM – 12:00PM

Location: 254 Goddard Rd. Lewiston, ME 04240

Attendance: Kathy Shaw, Jim Johnson, Josie Lahey, Mackenzie Richard, Steve Sinisi, Katie Carville

Call to Order: 10:13 AM

NO.	ITEM	DESCRIPTION & OBJECTIVE	ALLOTTED TIME	NOTES
1.	Minutes of Last Meeting	Review minutes of last meeting. Kathy motions to accept. Katie 2nds. All in favor.	8 min	Board discussed results of last month's meeting with MACD.
2.	NRCS District Conservationist Report	Updates on NRCS programming No vote needed.	20 min	Local Working Group Meeting results, NRCS funding, updates on government shutdown. Discussed solutions for translators.
3.	AVSWCD District Manager Report	Plant sale updates, upcoming event updates. Presented Annual Report sent to the state. No vote needed.	10 min	
4.	AVSWCD Project Assistant Report	Envirothon planning, Septic Installers, Annual event. No vote needed.	10 min	Steve and Kathy offer donations for annual district event; silent auction
5.	Financial Report	Motion to adjust employee vacation time policy by Kathy, Katie 2nds. All in favor. Katie motions to accept report, Kathy 2nds. All in favor.	20 mins	Amend language and terms for vacation policy to avoid excess accrual time. Adjust Quickbooks filing to add vacation time to Liabilities category.
6.	IFP	Kathy motions to accept new terms for IFP Grant. Steve 2nds. All in favor.	15 mins	
7.	Annual Report, District Purchases	Annual Report reviewed. Request for new AVSWCD email, laptop approved. Kathy motions to accept report, purchases. Steve 2nds. All in favor.	10 mins	

Kathy motions to adjourn. Katie 2nds. All in favor. 12:17 PM