



**Androscoggin Valley Soil and Water Conservation District**

*Making Conservation Work for You*

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MONTHLY BOARD OF SUPERVISORS MEETING

**MINUTES**

**Date:** Tuesday, January 17, 2017

**Time:** 12:00PM

<b>Supervisors Present</b>	<b>Associate Supervisors Present</b>
Mark Emmons, Paul Roseberry, Katie Carville	Anne Emmons
<b>Staff Present</b>	<b>Guests:</b>
Jim Johnson, Rebecca Long, Josie Lahey	Steve Sinisi
<b>Call to Order Time</b>	

**Reports:**

1. District Conservationist Report
2. District Manager Report

**Action Items:**

1. Minutes of Last Meeting- Katie motions to accept the minutes as is. Mark 2nds. All in favor.
2. Financial Reports- Mark motions to accept the financial reports, with the payroll adjustment. Katie 2nds. All in favor.
  - a. Year End Report
  - b. 2017 Budget
  - c. January 2017 Balances
3. MACD Annual Dues- 4<sup>th</sup> Quarter- Katie motions to pay 4<sup>th</sup> quarter MACD dues. Paul 2nds. All in favor.
4. New Dell Computer and Adjustable Desk- Mark motions to purchase Dell computer. Katie 2nds. All in favor. Katie motions to purchase the adjustable desk riser and hire the QuickBooks assistant for up to four hours. Mark 2nds. All in favor.
5. Quickbooks Assistant
6. Bates Intern

**Discussion:**

1. Local Work Group Plan/ Spring Event (Tabled until next meeting)
2. Long Range Plan/ Plan of Operations/ Annual Report
3. AVSWG Meeting Summary

**Next Meeting:**

February 16<sup>th</sup> 10:30am. Snow date on February 23<sup>rd</sup>, same time.

**Adjourn:** Katie motions to adjourn. Mark 2nds. All in favor.