

## MONTHLY BOARD MEETING

Monday, May 20, 2024, 3:00 pm to 5:00 pm

American Legion Cecil Cox Post 147 – 508 4<sup>th</sup> St., Clovis, CA & Via MS Teams

### Minutes

- I. **Call to Order** *President*
- A. Pledge of Allegiance
  - B. Director roll call  
Alan Fry, Gary Temple, Matt Hurley, Joe Denham
  - C. Introduction of guests
  - D. Erwin Duendes NRCS, Don Griffith - Mgt leadership Coach, John Heywood - District Advisor, Kelly Kucharski - District Manager, Sokmarly In - Financial Controller, Daisy Guzman - Administrative Assistant
  - E. Core Values: Stewardship, Responsibility, Innovation *Manager*
- II. **Approval of Minutes from April 2024 (A)**
- Director Hurley motioned to approve the April minutes, Director Denham seconded the motion, all present voted in favor and motion passed. (3-0-1)* *President*
- III. **Public Comment for any item not on the agenda (No action can be taken)**
- IV. **Partner Reports (I)**
- A. NRCS Report  
NRCS is working on a Conservation Stewardship Program.  
**SRCD Board Action Items and Discussion Topics: (I) Info / (A) Action**
  - B. Financial Management and Reports *Controller*
    - 1) District Budget FY 24-25 Presentation **(I)**
    - 2) Financial Reports: Balance Sheet FYTD 2024, Income Statement FYTD 2024, Draft FY 24-25 Budget, Covid19 Fund Balance, COVID19 Expense Breakdown, FY 2023-2024 Budget to Actual **(I)**  
SRCD Financial Controller, Sokmarly In (Marly), went over her starting process of organizing the District's finances. The grants were broken down by wages, taxes, mileage expenses and the summary of the expenses was given to the Board of Directors. Director Hurley requested to have the budget include individual grant expense breakdown to get a better view of all expenses. Through QuickBooks there can be a budget set up for all grants and that is something Marly is working on setting up. Next steps also includes meetings with Program Managers to set up a good flow for financial administration. Marly also went over the Covid-19 fund budget and broke it down to 3 fiscals years.
    - 3) CA Special Districts Association General Manager Summit June 23rd-25th and June 24<sup>th</sup> Board of Directors Meeting **(I)** *Manager*  
District Manager Kelly Kucharski will be out of town for a leadership conference. There will be a change to the Board Meeting date for June. The pending new date for the board meeting will be June 17<sup>th</sup>.
  - C. Actions and Memorandums of Understanding (MOU) *Manager*
    - 1) Forest Stewardship Agreement between SRCD and the Sierra National Forest DRAFT **(I)**  
Kelly went over the Forest Stewardship Agreement that talks about planning and implementation. She also when to the Sierra National Forest office and pick an office space for SRCD.
  - D. District Awards *Manager*
    - 1) USDA-NRCS-AFT Agriculture planning and implementation support to successfully implement natural resource conservation USDA Farm Bill Programs on private agriculture land – 3 years \$60k **(I)**  
An agreement that Manager Karin Roux (SRCD) won, through the IRA funding.  
Salary will be going to Mason Roth.
  - E. Sierra RCD Programs *Manager*
    - 1) Agriculture and Rangeland Program Wildlife Conservation Board Habitat Restoration Projects

– Kinney Ranch and McKenzie Preserve - Environmental Compliance **(I)**

The NOE for this project will be ready next month for review. There are 3 projects total but 2 of them will need CEQA

- 2) Forestry and Watershed Program CAL FIRE Fresno/Kings Unit Partnership, Camp Sierra Firewise Community, and Fresno County's Firesafe Council's Fuel Break Support**(I)**  
Chelsea and Tanner (SRCD) have built an outstanding partnership with CALFIRE. Our staff is now holding FRE workshops for the Fresno/Kings Unit to train them.  
Camp Sierra became the 3<sup>rd</sup> Firewise Community for Fresno County and 3 more applications have been submitted.
- 3) Sierra San Joaquin Jobs (S2J2) Climate and Nature Based Solutions Workgroups **(I)**  
Local Convener, they chose SRCD as a nature-based solutions workgroup.

**V. Adjournment – Next Meeting: June 24th, 2024 – at Clovis Veterans Memorial Room 2 & via MS Teams**

To make changes/additions/corrections please email: Daisy Guzman [dguzman@sierrarc.com](mailto:dguzman@sierrarc.com)

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