

BCD Supervisor Meeting Minutes
Monday, July 8, 2024 at 4:30pm

The Berkshire Conservation District convened via a hybrid Supervisors Meeting. Members of the public were invited to attend via Zoom and were welcome to speak during the public comment period.

1. Call to order and Determination of Quorum - Adam Galambos

There was a quorum and Adam convened the meeting at 4:50pm.

Present: Supervisors: Adam Galambos (Chair), Ron Kujawski (Vice Chair), Donna Kittredge (Secretary), Ned Kirchner, Ambrose Clausen (Program Manager), Cynthia Grippaldi (District Administrator), Lynn Browne (Bookkeeper and Treasurer), Ngowari Jaja (NRCS)

2. Public Comment Period

There were no members of the public present.

3. Report from NRCS Representative - Ngowari Jaja

Ngo gave a report on what is happening with NRCS.

4. Secretary's Report – Submitted by Donna Kittredge

Review and approval of May 13, 2024 Meeting Minutes

- Ned moved to accept the May 13, 2024 Meeting Minutes, seconded by Ron.

There was a roll call and all were in favor.

5. Treasurer's Report – Submitted by Lynn Browne

- Review and approval of Treasurer's Report — see the Treasurer's Report. Adam has a letter from our auditor requesting us to engage with them for the forthcoming tax year estimated between \$1,200 and \$1,500 depending on the complexity. Ned made a motion to accept the letter as presented with the addition of a limit of \$1,600 for the audit, seconded by Ron. There was a roll call and all were in favor.

- Ron moved to accept the May 2024 Treasurer's Report, seconded by Donna.

There was a roll call and all were in favor.

- Quickbooks Update — Everything will be ready for the audit. Lynn has the budget figures for the two new grants so July updates will be from Quickbooks.

6. Program/Grant Update

- FY24 Grant update — we got acknowledgement of the grant. We can now start spending it. Between the two grants and our budget we should be fine until June 2025.

- Challenge Grant update & Press Release — we have a signed contract for that. The EEA released a statewide press release published in iBerkshires, but the info was

spotty. Adam contacted the editor to give more info. Ambrose added that the seed grant questionnaire, asking what soil health practices farmers would use with the money was for seed and solarizing tarps. Ambrose will do a follow up after the Plant Sale. Adam asked if we could get photos and info from farmers to use for social media content. The soil health event has been moved to September. A soil health specialist from UMass will demo a soil test kit. Curriculum is being developed for soil health and microbes for school kids to be scheduled in spring 2025. We have our new small drill caretaker in place.

- NACD conference in Boston — Ambrose made arrangements to attend and will be staying with a friend. Adam received an email from Tom Anderson that the reimbursement for attendance for the District will be \$2,500 (coming from FY25).
- Fall Plant Sale update — Ambrose is working on the signage and would like to buy reusable metal sign stands at \$4.25 each. Ned made a motion to allow him to purchase the metal signs not to exceed \$250, seconded by Ron. There was a roll call with all in favor. Plant Sale goes live in two days. We have used WooCommerce for our website inventory. Our payment processor last year was PayPal. We will put everything through WooCommerce this year with Strip as the payment process. We will start collecting berry boxes for the sale.
- No-Till update — Ambrose is still waiting on the acre count. Ned made a motion to give Adam official permission to conduct business with Greylock for the no-till loan, seconded by Ron. There was a roll call and were in favor.

7. Supervisor/Staff Comments and/or Announcements

- Set date for August Supervisor Meeting — August 8th at 4:30 location tbd. - Dan Harris has decided to resign from the board. He was in between jobs and needs to focus his time on his current job. He is willing to volunteer his time, if that works for all.

8. Motion to Adjourn Meeting

Adam made a motion to adjourn the meeting at 6:43pm, seconded by Ron. There was a roll call and all were in favor.