

## **Berkshire Conservation District Monthly Meeting**

Tuesday, January 7th, 2020 at 5:00 PM

Conference Room

78 Center Street, Suite 206, Pittsfield, MA 01201

### **Agenda**

1. Call to Order and Determination of Quorum

#### New Business

2. Secretary's Report – Submitted by Cynthia Grippaldi, Program Administrator
  - a. Review and Approval of December 16th Minutes
3. Treasurer's Report for November and December
  - a. Bills Due
  - b. Reimbursement Schedule
  - c. Monthly/Yearly Budget

#### Old Business

4. District Supervisors
  - a. Board of Supervisor Recruitment
  - b. Designation of Titles and Committees
  - c. State Commission Member
5. No-Till Program Updates
  - a. Promotion
  - b. Scheduling rentals
7. Administrative Assistant Update
8. Basic & Innovation Grant Update for FY 2020

#### New Business

- a. Audit
  - b. Spring Plant/Tree Sale
  - c. Computer files backup
  - d. District Annual Work Plan - goals, objectives, activities
9. Comments and Announcements
  10. Adjournment

#### **Upcoming Events/Meetings:**

Berkshire Conservation District monthly meetings are scheduled for the first Tuesday of each month. The next meeting will be on February 4<sup>th</sup> at 5pm at 78 Center St., Suite 206, Pittsfield, MA 01201, Conference Room