

Berkshire Conservation District Monthly Meeting

Tuesday, February 4th, 2020 at 5:00 PM
Conference Room
78 Center Street, Suite 206, Pittsfield, MA 01201

Minutes

1. Call to Order at 5:00 pm and Determination of Quorum

Present:

Board members - Ned Kirchner (interim chair), Donna Kittredge, David Ellis & Adam Galambos with Ron Kujawski (via phone).

Staff - Cynthia Grippaldi

New Business

Motion to make Ned an interim chair for today. Moved by Adam, seconded by Ron all in favor.

2. Secretary's Report – Submitted by Cynthia Grippaldi, Program Administrator

a. Review and Approval of January 7th Minutes. Moved to accept by Ron, second by Donna, all in favor.

3. Treasurer's Report for January

Add a period of performance - when money needs to be used by (June 30, 2019) and roll over if needed. Add Nutrient Management to report and find out about any outstanding grant funds. If Quicken keeps crashing when generating reports, upgrade to a newer version before the next board meeting. Purchase from Staples to get the CD as backup. Motion to buy Quicken basic upgrade up to \$75 by Adam seconded by David. All in favor.

a. Updated treasurer's report format with grant info presented by Cynthia.

b. Monthly/Yearly Budget. Voted on at the annual meeting. Look at line items from previous budgets to create yearly expenses and when due (insurance, etc.). Add to Quicken as future expense. Expected vs. actual expense. Do we need to vote on internet expenses for a period of time? Or is that part of the approved budget?

c. Treasurer's report and management. Add an update on the audit to the next meeting agenda.

Old Business

4. District Supervisors

a. Board of Supervisor Recruitment. We have a good number of supervisors but would like to add a full-time farmer, perhaps north county, and we need more ethnic diversity. We could also use someone with policy making experience. Molly Comstock is interested in joining as an associate, and may attend the March meeting.

b. Designation of Titles and Committees. Chair - Adam, Vice Chair - Ron, Secretary-Donna & Treasurer - David. Ned declined to be chair. Motion to approve this slate of officers Ron, seconded by David. Approved by all! Committees will be discussed at a later date.

c. State Commission Member put off until next month.

d. Re-visit BCD relationship with NRCS. How do we work best together? How can we reinvent ourselves? Develop strategy to generate feedback from the community - farmers, conservation commissions, academics (MCLA, Williams, BCC), non-profits. We can be the conduit to connect community with experts. Social media is a great tool to get information from us. Adam will help with this. Promo ideas to get folks to join BCD email list through our website. Use nutrient management grant outline to help identify our outreach and education going forward. Gary Blazejewski, NRCS District Conservationist, will attend the March meeting.

5. Program Status

a. No-Till (FY2019)

1. Promotion - Workshop with Berkshire Grown March 11 in Stockbridge, add another one in Cheshire so participants can see the no-till seeder. Cynthia will coordinate with Mike on this. Donna will have 150 copies of promotional postcards printed this month.

2. Scheduling rentals - Mike and Cynthia will work together on this.

3. Management

b. Basic Grant

c. Innovative Grant

6. Program Administrator Update

a. Board to review Administrator's hours

b. Administrator's report: Motion to accept the new website, replace the old one and get Marita's invoice. Moved by Adam, seconded by David. All in favor.

c. Ned suggested Cynthia attend the Feb. 13 Berkshire Grown workshop to promote BCD programs to farmers and find out about any grants from MDAR that BCD can apply for.

7. New Business

a. Audit - Cynthia is gathering the information they need to compile the audit. Motion to accept the McMahon & Vigeant proposal for an audit. Donna made motion Adam seconded. All in favor.

b. Spring Plant/Tree Sale. Skip the sale for 2020, and focus on 2021. Need time to decide the most cost-effective way to have one going forward. Option to offer it this fall instead of bulb sale, to be discussed at next meeting Donna will call Amy Anicharico and Amy Burdick regarding plant sale. Also, Bill Pike.

c. Fall Bulb sale. Revisit possibility at a future meeting.

d. Computer files backup. Saved on flash drive! Research the purchase of an additional flash drive(s).

e. District Annual Work Plan - goals, objectives, activities. Tabled for the next Board meeting.

8. Comments and Announcements. None

9. Adjournment. Moved Donna second Adam. All approved. Meeting adjourned at 6:57pm

Upcoming Events/Meetings:

Berkshire Conservation District Supervisor meetings are scheduled for the first Tuesday of each month. The next meeting will be on Tuesday, March 3rd at 5pm at 78 Center St., Suite 206, Pittsfield, MA 01201, Conference Room.