

**Rutland Natural Resources Conservation District (RNRCD)**  
**Board of Supervisors Meeting Minutes**  
**USDA Service Center, Rutland**  
**August 15, 2024**

**Supervisors Present:** Alan Shelvey, Mike Pedone, Sean Barrows and Lee Turner

**Also, Present:** Nanci McGuire

**Meeting called to order at 9:45 a.m.**

**Review/Approval of Minutes from the July 30, Meeting** - A motion was made by Lee and seconded by Sean to approve the minutes. This was voted on and the motion passed.

**Financial Report** – The report for July was reviewed and discussed.

A motion was made by Sean and seconded by Lee to approve the financial report. This was voted on and the motion passed.

**Philadelphia Insurance Invoice for Director & Officer and General Liability Policy** – A motion was made by Lee and seconded by Mike to pay this invoice. This was then voted on and the motion passed.

**NRCS Update:** (Phylicxia Moore)

Phylicxia provided a written report:

- Reminder: Aug. 23<sup>rd</sup> Application Conserdation Cut-off Date
- Reminder: Tri-District Local Fund Pool opportunity. Open House – Aug. 15<sup>th</sup> 10a – 12p.
- Olivia Carlson transitioning into the South Zone/Rutland DC position. Hopefully within the next 2-3 weeks.
- New Employee: Leyda Garcia Natural Resources Specialist – starting Aug. 26<sup>th</sup>.
- Renovation Update: Finalizing minor items. No furniture timeline updates currently.

**Other Business:**

- Draft FY25 RNRCD Annual Work Plan – Reviewed and discussed. A motion was made by Sean and seconded by Lee to approve the Work Plan as amended. This was then voted on and the motion passed.
- Draft District Manager Position Description – This was reviewed and discussed, and further discussion will take place at the next meeting.
- FY25 Tactical Basin Planning Agreement – Reviewed and discussed. Alan signed this agreement and returned it to Jess Miller with NRCC.

**Next Meeting** - Thursday, September 12, 2024, at 9:30 at the USDA Service Center at 170 South Main St., Ste 4, Rutland.

**Meeting adjourned at 12:15 p.m.**