

State Natural Resources Conservation Council

An Agency of State Government, Serving Vermont's 14 Conservation Districts

NRCC Abridged Board Meeting Minutes

Tuesday August 17, 2021 12:00pm -1:30pm

Join Zoom Meeting

<https://us02web.zoom.us/j/81597470371?pwd=Y0swNmNSeDIReWpBL3lJT2hsTkJ0dz09>

By Phone: (929) 205-6099 Meeting ID: 815 9747 0371 Passcode: 685122

Minutes and Agenda

12:00pm: Call Meeting to Order

12:05pm: Review and Approve Minutes

12:10pm: Thank you Kerry! And farewell

12:35pm: Finance Manager Update

-review and approval of budget

-other announcements as needed

1:00 pm: NRCC Administrator Handoff Discussion and Other Updates

-Admin announcements as needed

-Discussion of NRCC Administrator role handoff

-End of Fiscal Year announcements as needed

12:55pm: Schedule September Meeting

1:00pm: Adjourn

Meeting attended by Rick Hopkins, Board Chair; Marli Rupe, DEC Rep; Dan Lerner, UVM Extension Rep; Kerry O'Brien, NRCC Administrator; Linda Corse, Southeast Union Rep; Richard Noel, Northwest Union Rep; Obediah Racicot, NRCS Rep; Wynea Buford, NRCS Rep; Tim Buzzell, Northeast Union Rep; Jill Arace, Executive Director; Molly Varner, Communications Coordinator; Clare Ireland, Finance Manager; Emily Nummer, Agriculture Programs Manager; Holden Sparacino, Water Quality Programs Manager

12:08pm - Rick calls meeting to order

12:08 - Thank you and farewell to Kerry - full board

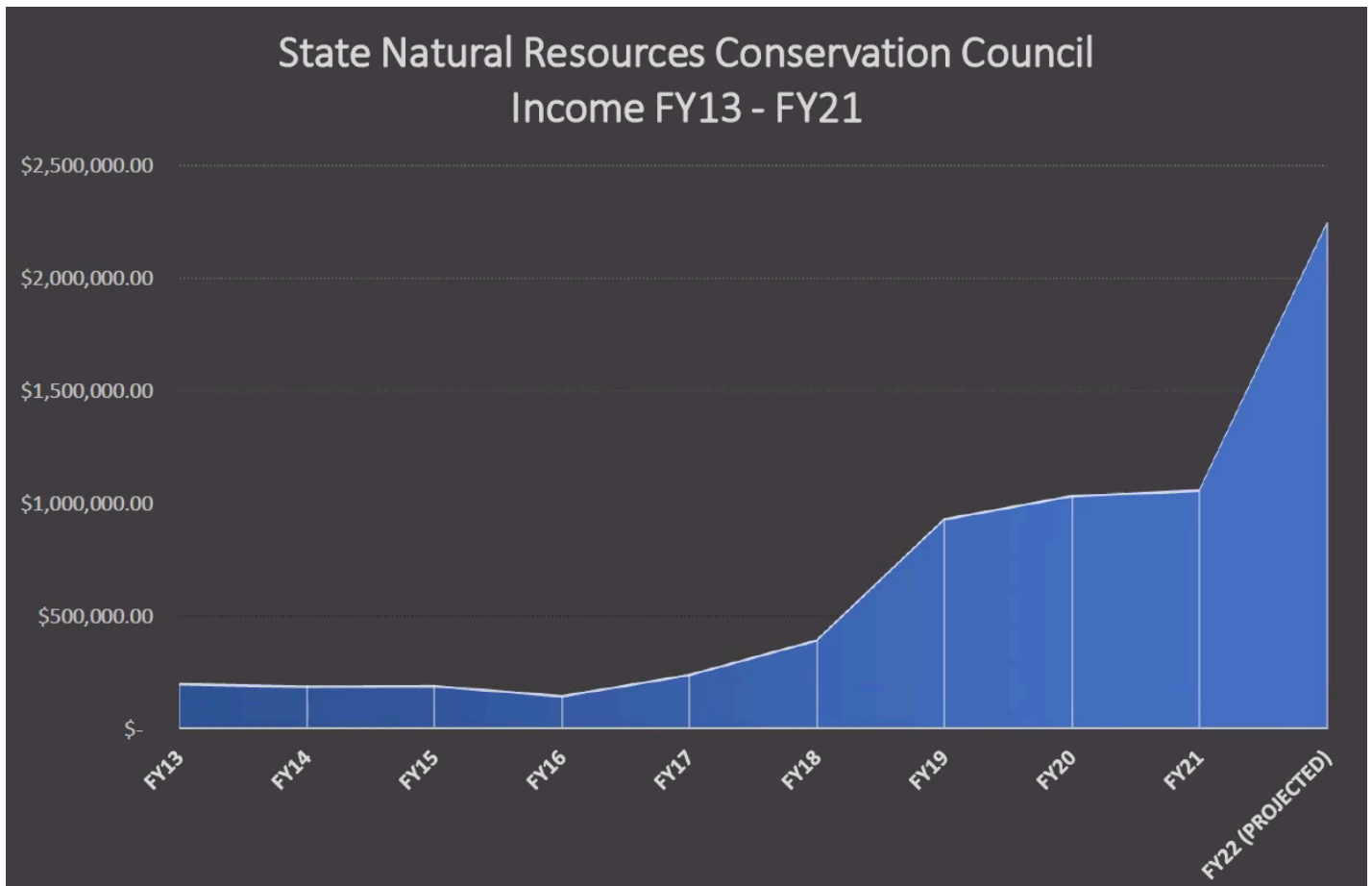
- Rick, Jill, Linda, Marli, Obe, and others gave specific examples of Kerry's leadership and vision for NRCC

12:20pm: Review and Approve Minutes

- Motion by Linda, seconded by Marli, minutes are approved

12:21pm: Finance Manager Update

- Clare gave an overview of NRCC's finances and past budgets
- Year-over-year from FY13-FY22 budget has increased from core funding (VAAFMM) and other grants (AOI). Kerry began as Administrator in 2012
- Now in FY22, funding coming from a variety of sources new and old, including state, federal, private sources



- Clare gives overview to preliminary budget (materials were provided prior to today's meeting)
- NRCC expects continuation of many programs, with new funding in the form of RCPP for instance.
- Current funding is heavily state-based (97.8%), but this is expected to transfer towards federal funding with the new RCPP grant especially.
- Rick asks about how many FTE positions are supported with current personnel, Clare estimates this currently fulfills 3- 3.5 FTE positions, but this is expected to increase over the next year. Council is looking into an additional administrative support position for grant support, invoicing and other financial support. New position would also aim to support district administration directly (budgeting, quick books, human resources, etc)
- Linda makes a motion to approve the budget, seconded by Richard. Discussion continues.
- Richard asks about total award (~\$6M) vs. FY22 budget (~\$2.2M). Clare explains that the award represents multiple fiscal years and the award total may be spent previously, spent in FY22, or spent in the future
- Motion passes
- Other updates -
 - With Kerry's departure, Clare goes over a few administrative changes that are being made including

updating Council's mailing address, various registrations (SAM.gov contact information etc) and transferring these pieces of information to Clare.

- Jill introduces Emily Nummer as the new Agriculture Programs Manager as Emily has not attended the previous (March) meeting. Emily will be (or has) taken over Ag programs and grants held by NRCC and VACD, including some wetlands-specific programs. Introductions and welcomes from the Board are given to Emily.
- Rick and Marli highlight possible discussions in the future and/or strategic planning to pursue opportunities, partnerships, and collaborative opportunities. Jill adds that some of this process is underway, and those conversations are happening at the local level, but can look into

12:50pm: Schedule September Meeting

- September 21 works for all attendees but Linda
- September 28 works for all attendees (Wynea confirms the 28th does work, Holden will follow up with Ryan Patch)

1:00pm - other updates

- Richard announces two new hires
- Linda also announces one new hire for Windham
- Rick announces new hire for Winooski as well

Meeting adjourned 1:02 pm

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AGENDA

12:00pm: Call Meeting to Order	Chair
12:05pm: Review and Approve Minutes	Full Board
12:10pm: Thank you Kerry! And farewell	Full Board
12:35pm: Finance Manager Update <i>-review and approval of budget</i> <i>-other announcements as needed</i>	Clare Ireland
12:55pm: Schedule September Meeting	Full Board
1:00 pm: NRCC Administrator Handoff Discussion and Other Updates <i>-Admin announcements as needed</i> <i>-Discussion of NRCC Administrator role handoff</i> <i>-End of Fiscal Year announcements as needed</i>	Kerry O'Brien Clare Ireland Rick Hopkins
1:30pm: Adjourn	Full Board