



Tehachapi Resource Conservation District

Conserving and Enhancing Our Natural Resources and Environment

(661) 825-5400

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BOARD MEETING

Minutes for Meeting of February 9, 2023

1. **Call to Order:** 10:10 am by President Barraclough
2. **Roll Call:** Present: Directors Barraclough, Casdorff and Hammond (arrived 10:25) and Duggan. Cody Cain, Denise FIELD, Jessica FIELD, NRCS: Paul Nguyen and Andy Lyu.
3. **Public Comment** Cody Cain expressed concerns regarding plant sale and lack of meetings and communication with volunteers.
4. **Minutes:** Director Hammond made motion to approve minutes of January 12, 2023. Director Barraclough second. All Ayes. Director Barraclough made motion to approve minutes from January 26, 2023 meeting with changes. Director Hammond second. All ayes.
5. **Financial Report:** No report. Financial statements did not make it to Balancing Act in time. We have not signed a new contract with Balancing Act. There are two to sign. One for accounting for RCD and one for employee payroll. Accounting one is missing the quick books subscription amount. Wait to sign payroll contract until one is hired. Director Casdorff made a motion to sign accounting contract with Balancing Act amended with the cost of the Quick Books subscription. Director Duggan second. All ayes. Director Barraclough working with Balancing Act on how our items are accounted for on statement. Not spread over 12 months but the entire amount at one time. Money was transferred from Kern Fund to checking account. Need to approve audit. Place on Special Meeting agenda to approve. We have about \$20,000 in Kern Fund but just transferred \$5,000.
6. **NRCS:** See attached Report. Paul introduced new employee Andy Lyu. Paul stated he and Andy may be able to volunteer for Plant Sale.
7. **Old Business:**
 - a) **Building Update:** Looking at cutting off bollards in back at \$25 a piece and \$5 a piece for J bolts on the concrete foundation in yard. We need to pressure wash to shop before the plant sale. Windows leak upstairs. We still need to fix the hole in the roof. Front door is fixed needs painting and a threshold.
 - b) **Conflict of Interest:** After talking with the Clerk of the Board, we do not have to file an amendment.
 - c) **Plant Sale/Earth Day:** Director Hammond applied to Native Sons nursery for wholesale approval. Looking at AVRCD nursery as well as El Nativo for plants. We need to send a receipt for any sponsorships we receive for tax purposes. FIELD may be able to provide volunteers to help. Agromin is providing free compost bags from Oxnard. Director Hammond may swing by after visiting Native Sons Nursery to pick them up.
 - d) **By-Laws:** Committee set up with Directors Barraclough and Casdorff and Cody Cain. Setting up meeting to start the process.
 - e) **TA 2021 employee:** Special meeting set for February 15, 2023.
 - f) **California Envirothon:** They need volunteers at Wind Wolves April 15, 2023.
 - g) **New Logo:** RCD board should look at branding and a new statement for the RCD.
 - h) **One year – Five Year Plans:** Keep on calendar but do later in the year after Earth Day.
 - i) **State CA RCD money:** \$25,000 was taken out of the bill. No money available.
 - j) **Tax Defaulted Properties:** Director Casdorff made a motion to consent and sign letter for Kern County tax defaulted sale. Director Barraclough second. All ayes.



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- k) Volunteer hours:** We all need to keep track of our hours. Working on a google app to keep track.
8. **Board Member Comment:** Former Director Guiffre dropped off keys to Director Hammond. Did not drop off mail box key. Director Hammond will ask for that. She also dropped off files. They are in the office. We should add a budget for photos to be redone. Clerk of the Board said they had an email from someone who is interested in Board of Director position. We have not had contact nor have they come to a meeting. We will see if they are still interested.
9. **Adjourn:** Director Casdorff made motion to adjourn Director Barraclough second. All ayes.
Adjourned 11:55 am