***Highlands Soil & Water Conservation District - Board of Supervisors***

**Meeting Minutes**

**Meeting Date: 09/19/2023**

Meeting Location: HSWCD Conf. Room – Bert Harris Center

**FINAL – Approved 10/17/2023**

Recorded by: Susie Bishop

**Meeting Scheduled Start: 1:00 P.M. Call to Order: @ 1:02 P.M.**

**Public Meeting Announcement Read by Chairman**

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| Dr. John Causey  Steve Smith  Doug Deen  Sara Sebring  T.J. Wohl  Scott Kirouac  Susie Bishop  Kayla Nickerson  Lauren Ahrens  Chad Harmon  Wade Smith  William Adams  Carlos Torres  Sierra Arens  Christy Chiarelli  Audrey Kuipers | Chairman  Vice-Chairman  Secretary/Treasurer  Supervisor  Supervisor  Liaison  Executive Director  BMP Tech.  BMP Tech.  MIL Manager  MIL Tech  ES 1  District Cons.  Soil Consv.  WLINANR Director  District Director. | Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Co. Board of  Commmissioners  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  FDACS-OAWP  USDA-NRCS  USDA\_NRCS  UF-IFAS  Okeechobee SWCD | Y  Y  Y  Y  Y  N  Y  Y  Y  Y  Y  N  N  N  Y  Y |

1. **Welcome & Introductions**
2. **Approval of Agenda –** Motion to approve agenda as presented (Deem/Wohl).

Unanimous Approval.

**Workshop – Strategic Work Plan - Christy Chiarelli, Director**

**UF-IFAS - Wedgworth Leadership**

1. **Approval of Meeting Minutes –August 15, 2023 -** Motion made to approve the

minutes as presented (Wohl/Deen). Unanimous Approval.

1. **Financial Activity**
2. **Overview & Approval of Financial Reports- August 2023:** Review of bank statements & financial reports. Motion to approve the financial reports as presented (Smith/Sebring). Unanimous Approval.
3. **FY Oct. 1, 2022 – Sept. 30, 2023 Budget Amendment** – Bishop presented the Budget to Actual Report with explanations to the recommended Amendment.

Motion made to approve Budget Amendment as presented (Deen/Wohl). Unanimous Approval.

1. **FY Oct. 1, 2023 – Sept. 30, 2024** Proposed General Fund Budget – Motion to approve the proposed budget with two increases: 5% Merit/Cola salary increases to L. Ahrens, C. Harmon, W. Smith & K. Nickerson and increase of $3000.00 to the Special Projects line item for Scholarships (Smith/Sebring). Unanimous Approval.
2. **Old Business**
3. **Warner University Scholarship –** As requested by the BoardBishop presented the history of the Scholarship Recipients of previous scholarships awarded by HSWCD. Motion made to present one single scholarship in the amount of $3000.00 to one upper classman who is majoring in Agriculture or Natural Resources (Wohl/Smith). Unanimous Approval.
4. **Ag-Venture Sponsorship Level –** Bishop shared with the Board the three major sponsors to enable Ag Venture to hire a Program Manager. The sponsors for 2023 and 2024 are HSWCD, Lykes Bros., Inc. and Cowpoke’s Watering Hole. Casey Hinote Mosching was hired and is already working to learn/manage the program.
5. **Executive Director’s Report - Items presented:**

* Brief discussion about staff and their excellent performance.
* Monitoring talk of another proposed Bill to Abolish SWCD.
* Will compile the Workshop results and create a new Short/Long Term Work Plan for the District.
* An empty desk in the office will be utilized by the new Ag Venture Program Manager until the desk is needed by staff.
* Amendment was completed for the DEP Contract due to the HSWCD Admin. Fee not being in the Contract Budget properly.

**IX. Citizens Not on the Agenda – None**

**X. Supervisor Comments -**

Smith - NoneDeen - None

Sebring – None Wohl – None

Causey - None

Meeting Adjourned at 4:35 p.m.