

**Minutes**  
**Brown County Soil & Water**  
**Conservation District**  
**12/3/2020**  
**Zoom - 1:00 pm**

The meeting was brought to order at 1:11 pm by chair Scott Stephenson. Those in attendance were as follows: Jim Allen, Cara Bergschneider, Liz Marthaler, Courtney McGuckin, Amanda Perkins, Barb Schade, Warren Schade, Allison Shoaf, Scott Stephenson, Nathan Stoelting, Sara True, and Laura Young.

Amanda made a motion to accept the November minutes. Jim seconded. Motion passed.

The board asked for clarification of the "4GFD" abbreviation on the Educator's timesheet, which stands for "4th Grade Field Day". Amanda made a motion to accept the November Financial Report and Claims. Laura seconded. Motion passed.

**Old Business:**

Annual Plan of Work: Allison and Liz participated in a State Board of Accounts training on Tues. Dec. 1st. The cover crop transect has been delayed due to COVID. Jim and Amanda will act as the internal audit committee in Jan.

Mini Grants: The 2021 recipients have been notified. Two projects from 2020 have not been paid yet but are completed. Liz will contact these people and conduct a site check before issuing payment.

IASWCD Annual Conference: This year's event will be held virtually Jan. 11-13. Most of the board members and all of the staff are registered.

BC SWCD Annual Meeting: We will begin to plan for a virtual event to be held on March 24th.

**New Business:**

Introductions: Introductions were done before the start of the meeting to welcome the new attendees that are interested in learning more about the BC SWCD board.

NRCS: Cara is working on 2021 EQIP. There are 18 people interested in applying for 2021 EQIP from Brown County. Thirty-seven people are interested from Monroe County. The deadline to apply is Dec. 18th. There is one CSP application so far for Brown County. These applications are due Jan. 8th. Cara completed visits for CRP maintenance reviews. The Bloomington NRCS office is currently in Stage 1 of its safety plan for COVID response. This means there are no visitors allowed in the office and a maximum of 10 employees allowed in the building at a time. Cara can still conduct site visits. There is new funding coming available for NRCS partners called the Indiana Partners for Conservation Funding. This could be a future funding source for BC SWCD.

Nominees for Supervisor Election: Laura nominated Sara True for the supervisor position opening in March. Amanda seconded. Motion passed.

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Educator Evaluation: The Educator's evaluation was conducted on Nov. 19th and was deemed satisfactory.

Financial Account Changes: Amanda made a motion to remove Allison Shoaf from Brown County Soil and Water Conservation District's People's State Bank accounts and to add Liz Marthaler in her place. Laura seconded. Motion Passed. Jim made a motion to cancel Allison and Laura's credit cards and to sign Liz up in their place. Amanda seconded. Motion passed.

FoLM Watershed Plan Update: Liz will step into Allison's role with the Friends of Lake Monroe. The group is providing updates to the public on their website. They plan to conduct another citizen science sampling blitz in the Spring.

Manager's Updates: "I have submitted our county department COVID COOP (Continuation of Operations Plan) to HR and EMA. I essentially said we will work from home as much as possible and if the District Manager is unable to perform any operations, the Educator or Board will step in. If anyone wants a copy of the plan, I can provide it to you. I sat down with Kara H. and Courtney to discuss 2021 events. We are still deciding on an alternative plan for the Ag Breakfast since it is unlikely we will be able to meet in person. Lastly, Courtney and I discussed training for Liz. Courtney will take care of the Facebook, website, and newsletter training at a later date so that I can focus on the admin tasks."

Educator's Updates: "I completed my last 4th Grade Field Day presentation on 11/11. Feedback from presenters and teachers about this year has been positive overall. I am hoping to get a few more requests for presentations before I leave. The Daviess County Educator has reached out to have a phone meeting with me about how we organized and ran our virtual field day. I am putting finishing touches on the Conservation Practices Booklet to have printed and available at our office. I am working to keep the website up to date with my files before I leave (minutes, newsletters, etc.)."

Rule 5: One new plan was submitted by Duke Energy for a right-of-way.

Meeting adjourned at 2:13 pm. Motion was made by Laura and seconded by Jim. Motion passed.

Minutes taken and submitted by Courtney McGuckin.