

**POLK SWCD
BOARD MEETING MINUTES
OCTOBER 14, 2020
6:00 PM - 8:00 PM**

Participation via ZOOM video conference

6:04 PM Chair Woods called the meeting to order and called for introductions.

Present: Directors Beebe, Dalton, Simmons, Crawford and Woods, District manager Stutzman, Director Candidate Garnett Pryor and guest Tom Wilson.

PUBLIC COMMENTS: NONE

REVISION OF AGENDA

- Dalton would like to ask for recommendations for the Local Action Committee.
- Choose a new board meeting date due to Veterans Day Holiday next month.

STAFF AND PARTNER REPORTS – see attachment A

ACTION:

September Treasurer's Report see attachment B / email from accountant

Dalton shared the discussion with the accountant on October 5th. He summarized the meeting:

- all outside sources go to general fund.
- All income will flow into the main checking (general fund).
- Income from special for pass thru general fund. See email from accountant read by Dalton.
- Special projects will be paid from special fund. General fund will be transferred back from special project fund at end of October.
- Reports will be given to the board on the 4 accounts next month.

Woods would like to see the starting yearly balance for each fund on the reports.

Dalton wants to move \$90,000 from special projects (Citizen's money market) to the general fund.

Beebe Moved to transfer \$90,000 from special projects to general fund, 2nd Dalton.

Motion passed 5-0

September Board Meeting Minutes see attachment C

Beebe Moved to accept the minutes as presented, 2nd Crawford. Motion passed 5-0

COMMITTEE REPORTS

Policy: Chapter 3: Directors Discussion - see notes (attachment D) District Managers Notes.

New Business:

- Dalton asked for direction from the board for the Local Action Committee.
- Board will meet on Nov. 10

In regards to next month's presentation from the DM regarding hiring more staff Simmons would like to see one month's workload for current staff before a discussion of hiring another position. Woods would like the DM to include information regarding the skillsets we have and the skill sets we need.

Chair Woods Adjourned the meeting at 8:02 PM.

Minutes submitted by Tom Wilson, Rhythm Administrative Services