

**MINUTES OF THE BUCHANAN SOIL & WATER
CONSERVATION DISTRICT COMMISSIONER'S ORGANIZATIONAL MEETING
INDEPENDENCE, IA
Monday, January 4, 2020
At
USDA Office - NRCS, Independence, IA
7:35 a.m.**

Those present were:

Commissioners

Sean Dolan
Tim Halligan
Becky Lindsay
Robert Muchmore

Staff & Others

Julie Althaus, Conservation Assistant
Tessa Roth, Acting DC/Resource Conservationist - Vinton

Organizational Meeting

Appointment of Assistant Commissioners

21-40 Motion by Lindsay to appoint Richard Sloan and Brenda Michels. Seconded by Muchmore. Motion carried.

Election of Officers

Election of Chair –

21-41 Motion by Lindsay nominated Kaiser as Chairperson. Dolan made motion that nominations cease. Seconded by Halligan. Motion carried that Kaiser will be our chair.

Election of Vice Chair –

21-42 Motion by Muchmore nominated Lindsay as Vice Chairperson. Dolan made motion that nominations cease. Seconded by Halligan. Motion carried that Lindsay will be our Vice - Chair.

Election of Treasurer –

21-43 Motion by Lindsay nominated Halligan as Treasurer. Dolan made motion that nominations cease. Seconded by Dolan. Motion carried that Halligan will be our Treasurer.

Election of Co-Treasurer-

21-44 Motion by Dolan nominated Muchmore as Co-Treasurer. Lindsay made motion that nominations cease. Seconded by Halligan. Motion carried that Muchmore as Co-Treasurer.

Election of Secretary –

21-45 Motion by Muchmore nominated Althaus as Secretary. Seconded by Lindsay. Motion carried.

2021 Financial Policies Checklist

The 2021 Financial Polices were reviewed and any questions were answered.

21-46 Motion by Halligan to approve the 2021 Financial Policy. Seconded by Dolan. Motion carried.

Appointment of Recipient to Receive Copies of the Bank Statements

21-47 Motion by Dolan for Lindsay to be the recipient of the bank statements. Seconded by Halligan. Motion carried.

Appoint Individuals on the Signature Card and Set Date

21-48 Motion by Lindsay to put Tim Halligan, Bob Muchmore, and Doug Kaiser on the signature card at NSB and Veridian Credit Union. Seconded by Halligan. Motion carried.


Zoom Meetings

It was discussed using Zoom for our meetings. Althaus explained that the commissioners would have to take turns paying for it monthly. It is 14.90 per month, but you would be reimbursed for it as a commissioner expense. If we pay for it, we will also have the dial in number also.

It was also discussed the flexibility of the meetings, since more have their focus first thing in the morning. It will be discussed at our meeting on January 26th but wanted to let them know that we need to think about it.

Reminder, on January 25th at 1:00 p.m., we will be having our Locally Led meeting for our 5-year plan with Claire, that will be Zoom, she will be sending out an invite to everyone. Also, our regular meeting will be on January 26th at 7:30 a.m. as of right now and will be sending an invite out to everyone.

21-49 Motion by Lindsay to adjourn the meeting at 7:50 a.m. Seconded by Dolan. Motion carried.

X 

Chairman Date 3-1-21



Secretary Date 3-1-21