**Coles County SWCD**

**Board Minutes**

**August 10th, 2021**

The August Board meeting of the Coles County SWCD was held on Tuesday, August 10th, 2021 at the USDA Service Center in Charleston.

**Directors present:** Bill Janes, Todd Easton, Justin Thomas,

Associate Directors:

SWCD Staff: Terina Coffey, Lauren Spaniol

NRCS Staff:

Guests:

**Agenda:**

Janes called the meeting to order at 7:52 A.M. The agenda was reviewed. Easton made a motion to approve the agenda. Thomas seconded the motion. The motion passed.

**Minutes:**

Minutes from the June meeting were reviewed. Thomas made a motion to approve. Easton seconded the motion. Motion passed.

**Timesheets**

June & July employee time sheets were reviewed.

**Travel Reports:**

Travel Reports were reviewed.

**Financial Reports:**

The June & July financial reports were reviewed. Easton made a motion to approve the financial reports. Thomas seconded the motion. Motion passed.

**Correspondence:**

**Business:**

**No Action Required**:

 Pond Seminar – September 9th at Lincoln Log Cabin

 Reviewed FY 21 Financials

**Action Required:**

Coles County Board Financial Request – Easton made a motion to request $20,000 from the Coles County Board. Thomas seconded. Motion passed.

Update Personnel Policy – Easton made a motion to add Juneteenth as a Federal Holiday to the Personnel Policy. Thomas seconded the motion. Motion passed.

Renew STAR License Agreement – Thomas made a motion to renew the STAR License Agreement. Easton seconded the motion. Motion passed.

FY 2022 Budget – Easton made a motion to approve the FY 2022 budget. Thomas seconded the motion. Motion passed.

Pheasant’s membership & banquet – Bronze Sponsorship – Thomas made a motion to Sponsor Pheasants Forever membership at the Bronze level for $250. Easton seconded the motion. Motion passed.

**Staff Reports:**

Terina Coffey – Report is attached.

Lauren Spaniol – Report is attached.

**Open Discussion:**

**Upcoming Events:**

See Calendar.

**Closed Session:** Easton made a motion to go into closed session. Thomas seconded the motion. Motion passed.

Thomas made a motion to go adjourn from Closed session. Easton seconded. Motion passed.

 Employee Contracts – Thomas made a motion to approve .75 cent per hour raises for Coffey & Spaniol. A $500 bonus for Coffey & $250 bonus for Spaniol. Health Insurance benefit for Spaniol was taken into consideration. Eason seconded the motion. Motion passed.

**Closing:**

Thomas made a motion to adjourn. Easton seconded the motion. Meeting adjourned at 9:15 AM.

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Bill Janes