**Coles County SWCD**

**Board Minutes**

**July 13, 2022**

The July Board meeting of the Coles County SWCD was held on Tuesday, July 13, 2022 at the USDA Service Center in Charleston.

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

Associate Directors:

SWCD Staff: Lauren Spaniol, Terina Coffey

NRCS Staff:

Guests:

**Agenda:**

Janes called the meeting to order at 7:37 A.M. The agenda was reviewed. Easton made a motion to approve the agenda. Tapella 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**

Employee time sheets were reviewed.

**Travel Reports:**

Easton made a motion to approve travel reports. Thomas seconded the motion. Motion carried.

**Financial Reports:**

The financial report was reviewed. Tapella made a motion to approve the financial reports. Thomas seconded the motion. Motion passed.

**Correspondence:**

**Business:**

**No Action Required**:

Summer Conference: July 17-19

2021-22 Budget-vs-actual: Report attached

Open Meeting Act training: Coffey will research how often this is needed

Freedom of Information Act training: Coffey will research how often this is needed

Employee Evaluation Committee: Easton & Tapella will meet and then have recommendations for the rest of the Board at the August meeting.

**Action Required:**

Prevailing Wage Act: Tapella made a motion to adopt the Prevailing Wge Act. Thomas seconded. Motion passed.

FY 2022-23 budget: Easton made a motion to approve the FY 2023 Budget. Tapella approved the motion. Motion passed.

**Staff Reports:**

Terina Coffey – Report is attached.

Lauren Spaniol – Report is attached.

**Open Discussion:**

**Upcoming Events:**

See Calendar.

**Closed Session:**

**Closing:**

Easton made a motion to adjourn. Thomas seconded the motion. Meeting adjourned at 8:12 AM.

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Bill Janes