**Coles County SWCD**

**Board Minutes**

**August 9, 2022**

The August Board meeting of the Coles County SWCD was held on Tuesday, August 9, 2022 at the USDA Service Center in Charleston.

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

Associate Directors:

SWCD Staff: Lauren Spaniol, Terina Coffey

NRCS Staff:

Guests:

**Agenda:**

Janes called the meeting to order at 7:33 A.M. The agenda was reviewed. Tapella made a motion to approve the agenda. Thomas seconded the motion. The motion passed.

**Minutes:**

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

**Timesheets**

Employee time sheets were reviewed.

**Travel Reports:**

Tapella made a motion to approve travel reports. Harrington seconded the motion. Motion carried.

**Financial Reports:**

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

**Correspondence:**

**Business:**

**No Action Required**:

Pond Seminar - August 31st, 6pm

Coles County Board Request – Coffey requested $20,000

Audit – It is time for the tri-annual audit. GMM gave a quote of $4,000-$5,000.

**Action Required:**

Pheasant’s membership & Banquet – Will be held at the Mattoon Eagles Club on Saturday, Aug 27th. Tapella made a motion to sponsor at $250. Easton 2nd the motion. The Motions passed. Spaniol will go if her schedule allows.

Annual Plan of work – was reviewed. Easton made a motion to approve the plan. Thomas seconded the motion. Motion passed.

Employee Contracts – Tapella made a motion to move into closed session to discuss personnel contracts. Thomas second. Motion passed.

Tapella made a motion to come out of closed session. Thomas seconded. Motion passed.

Tapella made a motion to award 5% salary increases & $1,500 bonus for Coffey & Spaniol. Thomas seconded the motion. Motion passed

**Staff Reports:**

Terina Coffey – Report is attached.

Lauren Spaniol – Report is attached.

**Open Discussion:**

**Upcoming Events:**

See Calendar.

**Closing:**

Thomas made a motion to adjourn. Easton seconded the motion. Meeting adjourned at 8:35 AM.

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Bill Janes