

**Coles County SWCD  
Board Meeting Minutes  
May 13, 2025**

The May board meeting of the Coles County SWCD was held on Tuesday, May 13<sup>th</sup>, 2025, at the USDA Service Center in Charleston.

**Directors Present:** Bill Janes, J.C. Doty, Brian Davis, Todd Easton, and Justin Thomas

**Associate Directors:** None

**SWCD Staff:** Kellie Diveley, Misti Neal Lewis, Malina Przygoda, Lauren Oertling

**Guests:** None

**Agenda:** Janes called the meeting to order at 7:35am. The agenda was reviewed. Thomas made a motion to approve the agenda. Doty seconded the motion. The motion carried.

**Minutes:** Minutes from the April meeting were reviewed. Thomas made a motion to approve the minutes as presented. Doty seconded the motion. The motion carried.

**Timesheets:** Employee timesheets were reviewed.

**Travel Reports:** Employee travel reports from March were reviewed. Justin made a motion to approve the travel reports as presented. Davis seconded the motion. The motion carried.

**Financial Reports:**

March and April's financial reports were reviewed. Justin made a motion to approve both month's financial reports. Davis seconded the motion. The motion carried.

**Correspondence:**

None

**Business:**

**No Action Required:**

None

**Action Required:**

With the staff transitions, the fiscal year 26 budget was not ready. The fiscal year budget was tabled until next month.

With board members in the field this month, they did not have a good chance to look over the Annual Plant of Work. This was tabled until next month.

The board looked over the new social media policy. Upon a motion duly made by Easton and Doty, the SWCD Social Media policy was approved and the motion carried.

Pay period adjustment was discussed to prevent overlap of when hours were submitted and when pay was dispersed. Upon motion duly made by Easton and Thomas, the next pay period would be only May 17-24<sup>th</sup> (one week) and then back to a two-week cycle.

WIFI Capacity was discussed as a hinderance for Misti to be able to work on her laptop properly. Upon a motion duly made by Davis and Thomas, approval was given to explore increasing the capacity. The motion carried.

**Staff Reports:** Attached

**Open Discussion:**

The issues with germination and distance were discussed about the current nursery we use for our Native Plant Sale. Looking into local High School Nurseries was discussed.

Summer Conference is July 20-22<sup>nd</sup>. Todd and (tentatively) Doty discussed attending.

**Upcoming Events:**

June 24<sup>th</sup> – AFT Cover Crop Field Day

June 19<sup>th</sup>- Office closed for Juneteenth

July 4<sup>th</sup>- Office closed for Independence Day

July 8<sup>th</sup> – Board Meeting

July 20-22<sup>nd</sup>- Summer Conference

**Closing:** The meeting adjourned at 9:15 a.m.

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Bill Janes, Chairman