

**Coles County SWCD  
Board Meeting Minutes  
November 18, 2025**

The November board meeting of the Coles County SWCD was held on Tuesday, November 18<sup>th</sup>, 2025, at the USDA Service Center in Charleston.

**Directors Present:** Bill Janes, J.C. Doty, and Todd Easton

**Associate Directors:** None

**SWCD Staff:** Kellie Diveley and Malina Przygoda

**Guests:** None

**Agenda:** Janes called the meeting to order at 7:43am. The agenda was reviewed. Doty made a motion to approve the agenda. Easton seconded the motion. The motion carried.

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

**Timesheets:** Employee timesheets were reviewed.

**Travel Reports:** Employee travel reports from September and October were reviewed. Doty made a motion to approve the travel reports as presented. Easton seconded the motion. The motion carried.

**Financial Reports:**

The financial reports for September and October were reviewed.

**Correspondence:**

None

**Business:**

**No Action Required:**

The government shutdown that impacted the October meeting was discussed. Staff worked from home and worked on many of their usual tasks, minus anything government related.

The hiring for the Administrative Coordinator position was halted while the government was shut down. The board had extended three offers that were all rejected. Staff will repost the job listing on Indeed.

**Action Required:**

A notice for the sale of the no-till drills was posted in our newsletter. However, the timeframe that sealed bids were accepted was almost exactly the time the government was shut down. The board decided to extend the deadline until December 23, 2025.

The conservationist of the year award was discussed, and Mike Gass was selected as this year's recipient. He will receive an award at our annual holiday dinner on December 16, 2025.

**Staff Reports:** Attached

**Open Discussion:**

Diveley is applying for the Friends of NACD grant to help cover some of the cost for our education program.

**Upcoming Events:**

December 16<sup>th</sup>- Holiday Dinner

December 25<sup>th</sup>- Christmas Day (office closed)

January 1<sup>st</sup>- New Years Day (office closed)

January 13<sup>th</sup>- Next Board Meeting

January 19<sup>th</sup>- MLK Day (Office Closed)

**Closing:** The meeting adjourned at 8:30 a.m.

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Bill Janes, Chairman

