

Golden Sands Resource, Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
July 16, 2020
Jordan Park's West Lodge

Attendees: Gary Beastro (Marathon); Joshua Benes (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Reesa Evans (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Hugh O'Donnell (Member-at-Large); Amy Thorstenson (Golden Sands RC&D Staff). Bill Clendenning and Al Drebek were also present. Al Barden (Member-at-Large) arrived at 9:32 a.m.

CALL TO ORDER: Hernandez called the meeting to order at 9:02 a.m.

INTRODUCTIONS: Everyone introduced themselves to Drebek, the new Marathon County representative.

APPROVAL OF MINUTES: Motion made by O'Donnell, seconded by Hernandez, to pass minutes from the May 2020 meeting. Motion carried unanimously.

TREASURER'S REPORT: Hilgart passed out the most recent treasurer's report. Most of the expenditures have been project related, and there are several new employees for the season. Bob Walker and his wife donated \$1000 to the endowment fund. Motion by Evans, seconded by O'Donnell, to forward to the full council. Motion carried unanimously.

FINANCIAL PROCEDURES: No new items.

STAFF AND MEMBERSHIP:

New NRCS Employees: Robert Bauer started this past Monday as the Soil Conservationist/Grazing Specialist for the NRCS Prairie du Chien office. Tristyn Forget also started on Monday in the NRCS Wisconsin Rapids office as the new Soil Conservationist. The current NRCS contract expires in September 2021, but Benes has already been talking with the NRCS for renewing the contract.

Other New Staff: Hannah Butkiewicz started a part-time position recently as the Habitat Management Coordinator. There are also several new seasonal employees.

New County Representatives: An updated roster of active members is available today which includes the new County Representatives.

COUNCIL PURCHASES: No new items.

INSURANCE & BENEFITS:

Liability: Benes sent out information on various types of liability insurance earlier this week to the P&F Committee Members. Benes sought estimates for just Golden Sands RC&D because some of the other RC&D's weren't interested. He recommends that Golden Sands RC&D take the Crime Insurance for a \$200 annual premium and the Professional Liability Insurance for a \$2983 annual premium, \$200 policy fee, and a \$2500 deductible. Motion by Evans, seconded by Beastrom, to move forward in obtaining the two types of insurance. Motion carried unanimously. Two other Liability Insurance types, Cyber and Employment Practices, were also quoted but P&F Committee members asked for more information about them. Hilgart wondered if pesticide insurance was needed since Golden Sands RC&D provides that service.

PERSONNEL POLICY & PROCEDURES HANDBOOK

Equal Opportunity Employer: Benes presented an outline about making it clear that Golden Sands RC&D is an equal opportunity employer. After some discussion, it was decided that Benes would look to see if there would be an opportunity to have online classes for staff to ensure staff are familiar with Golden Sands RC&D's commitment as an equal opportunity provider.

By-Laws and Conflict of Interest Revisions: As part of the meeting information packet, Benes outlined some changes that were made by a consulting attorney in the by-laws and conflict of interest policies. Evans expressed concern about the proposed conflict of interest policy only covering financial interests and outlining nothing about other conflicts of interests, such as between Golden Sands RC&D and the represented counties. She also felt that something needed to be in the by-laws about the fiduciary duties owed by members. After some discussion, Evans indicated she will research the issues and forward some suggested changes and other information to committee members.

Communication/Marketing: No new items.

OTHER BUSINESS

LCC Meetings: Many of these have been on hold due to the COVID-19 pandemic, but some meetings have occurred. Benes indicated that future LCC contacts may be done in writing or by using something similar to Zoom. Benes is still talking to Columbia and Sauk counties about joining Golden Sands.

ADJOURNMENT: The meeting was adjourned at 9:56 a.m. upon motion made by Evans, seconded by O'Donnell.

Respectfully submitted,

Reesa Evans
Recording secretary