

Golden Sands Resource Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
January 20th, 2022
Online

Attendees: Reesa Evans (Member-at-Large); Gary Beastro (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Hannah Butkiewicz (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Al Barden (Member-at-Large); Gerry Zastrow (Portage); Bill Clendenning (Wood).

CALL TO ORDER: Hernandez called the meeting to order at 9:01 a.m.

APPROVAL OF MINUTES: Butkiewicz noted a change in wording in the November P/F minutes that needed to be made. A motion was made by Barden, and seconded by Zastrow, to accept the minutes of the November 2021 meeting as corrected. Motion carried unanimously.

Into Closed Session: N/A

Out of Closed Session: N/A

TREASURER'S REPORT: Hilgart sent out the most recent financial reports prior to the meeting. Most of the expenditures have been payroll and working season related. The report reflects the purchase of the boat, motor, and trailer. Those items are currently in storage. Crime and Network Defense Insurance will now be paid monthly instead of yearly. Figures for December 31st, 2021 include: \$8959.04 in checking, \$106,901.33 in money market, and \$37,528.25 in savings. A motion was made by Evans, and seconded by Barden, to forward it to the full council. Motion carried unanimously.

FINANCIAL PROCEDURES:

Search for Accounting and HR Consultants: Golden Sands RC&D recently met with one firm to discuss options. The firm is supposed to send an estimate. If nothing is forthcoming, the search will continue.

STAFF AND MEMBERSHIP:

State Association of RC&D Updates: A Zoom meeting was held this week. Three State RC&D's attended. The main topic of discussion was how the organizations might collaborate and assist each other on projects and marketing. \$200 annual voluntary dues were requested. A motion was made by Barden, and seconded by Evans, to pay the \$200 dues. Motion carried unanimously.

Golden Sands RC&D Dues: Letters requesting 2022 dues will be sent out soon. After discussion, it was decided to leave the requested voluntary dues at \$1900 per county and \$350 for member organizations. Hernandez noted that any request to raise dues, such as for 2023, would need to go to counties by mid-summer, which is when they start working on 2023 budgets.

COUNCIL PURCHASES: None

INSURANCE AND BENEFITS: The transition in employee benefits authorized at the December 2021 special meeting went smoothly. None of the employees chose to continue life insurance on their own, so those payments will be added to employee income.

PERSONNEL POLICY & PROCEDURES HANDBOOK: Butkiewicz completed the first draft for needed changes in the handbook. She wants to consult others, then will send the draft to the P/F committee for review before finalizing the changes. It will then be available for employees virtually.

COMMUNICATION/MARKETING

2021 Highlights: Work started on preparing the 2021 highlights. When the highlights are completed, they will be posted on Golden Sands RC&D's website. The 2020 highlights will also remain on the website, which will allow changes and projects to be tracked if someone wishes. Walker indicated that he and Butkiewicz have been discussing updating the website and marketing strategies.

50th Anniversary Planning: Several ideas were discussed about ways to celebrate the 50th anniversary of Golden Sands RC&D in 2022. It was suggested that the anniversary should be promoted by putting it on any outgoing correspondence and by posting it on the website.

OTHER BUSINESS: Butkiewicz noted that the minutes, from the special P/F meeting, for the changes in employees benefits and the 5 year rent needed to be approved. A motion was made by Walker, and seconded by Barden, to approve the minutes as written. Motion carried unanimously.

ADJOURNMENT: The meeting was adjourned at 9:41 a.m. upon a motion made by Barden, and seconded by Walker.

Respectfully submitted,

Reesa Evans
Recording Secretary