

MINUTES
Meeting of the
GOLD RIDGE RESOURCE CONSERVATION DISTRICT
PHONE: 707.874-2907 FAX: 707.874-9607
Thursday, November 17, 2011

Location: Gold Ridge RCD Office
14775 'B' Third Street
Occidental, CA 95465

Time: 6:00-8:50pm

II. Open Meeting

III. Call to Order (Roll Call of Directors)

Directors present: Don Petersen, Ann Cassidy, Richard Hughes (6:26)

Directors absent: Joe Dutton

Associate Directors Present: Al Gerhardt

Associate Directors Absent: Bob Burke

Staff present: Brittany Heck, Michele Rocha, John Green, Joe Pozzi (7:32)

Others present: Brooke Cole (from NRCS)

IV. Public Comment-none

V. Informational Items

- a. Correspondence and Notices
- b. Update on employee handbook/personnel policies/maternity leave-Brittany Heck (we reviewed this and made changes/updates. Continue next month.)
- c. Project Coordinator hiring update- Brittany Heck reported she interviewed everyone and found someone to hire. She also asked to temporarily hire one of the applicants wants to hire to cover Noelle's work while she's gone.
- d. Executive Director hiring update-Michele Rocha reported on hiring process, probably having interviews in the first two weeks of December. Noelle, Ann, and Bob will be involved with interviewing.
- e. Employee health insurance update-*Brittany Heck*. The board said we could switch if we want, as long as the premium stays the same.
- f. NRCS report: Brooke reported that EQUIP applications are due at the beginning of December; 12/10 at Harmony Farm Supply will be doing a presentation about NRCS programs; MONAR will resume next month. Update on Scotty Creek project: coastal ranch to do stream bank restoration. Cultural resources were discovered, CalTrans got involved. Where they are now: continuing archeological investigation, working with Fish and Wildlife services.
- g. Hiring CPA to set up financial system, possibly Allan Edelstein. The board approved. Britt will meet with him next week.

VI. Consent Calendar (October minutes, grant status/staff report, NRCS report, warrant requests). Motion to approve.

1st Ann Cassidy/2nd Richard Hughes. Motion carried.

VII. Action Items

- a. Approval of Bookkeeper's Report. Britt reviewed the bookkeeper's report. Motion to approve.
1st Ann Cassidy/2nd Richard Hughes. Motion carried.
- b. Acceptance of Bob Burke resignation as full board member. Motion to accept Bob's resignation as a full board member and accept him as an associate.
1st Ann Cassidy/2nd Richard Hughes. Motion carried.
- c. Appointment of Bob Burke as associate board member. (See above.)
- d. Holiday closure/Holiday party. December 14 from 4-6 is the board meeting. Holiday gathering will be scheduled at the 12/14 meeting.
- e. Resolution 2011-14. Done at the last meeting.
- f. Agenda items for December 2011 Meeting. Joe Dutton asked for update on Bodega water tank project.

VIII. Closed Session: CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9: 1 case. No closed session was held.

IX. Adjournment (8:50 pm)