

Board of Directors Meeting Minutes
August 31, 2011
Pathfinders RC&D Office
6:00 p.m.

Members Present: (Designated by *)

Davis County

Dale Taylor*
John Schroeder *

Jefferson County

Ron Blair*
Steve Burgmeier*
Jeff Fritz*

Keokuk County

Richard Swanson(excused)
Gary Bates(excused)
Deke Wood*

Mahaska County

Joseph Blunk*
Willie Van Weelden*
Carrie McCloud(excused)

Van Buren County

Dennis Gratz*
Marvin Philips*
Kim Steele-Blair *

Wapello County

Steve Banyas(excused)
Steve Siegel*
Verl Jackson*

Others Present: Pathfinders staff: Detra Dettmann, Executive Director; Phil Simmons, Forestry Consultant; Katy Anderson, Office Manager

Meeting called to order at 6:06 p.m. by Chairperson Marvin Philips.

Motion by Fritz to approve agenda as presented. Second by Blunk; all ayes.

Motion by Burgmeier to approve minutes from July 27, 2011 Board Meeting. Second by Taylor; all ayes.

Burgmeier presented the financial report as prepared by Fairfield Accounting and office staff. Motion by Van Weelden to approve financial report. Second by Fritz; all ayes.

Dettmann presented the Executive Director Report. The Board leaves the decision up to Dettmann as to how much she can take on.

Personnel updates reflected the addition of Katy Anderson to the Pathfinders staff, the two week leave of Shelly Breneman, the retirement of Jeanette Beasley and the departure of Elisabet Humble from the Food Coordinator position. Advertising for this position is underway.

Motion by Burgmeier to grant Katy Anderson authority to set up online banking and have access to all bank accounts and investments on behalf of Pathfinders. At the same time, Jeanette Beasley shall be removed from bank accounts and investments. Second by Van Weelden; all ayes.

The Board received a brief recap of the Iowa League Fall meeting by Philips and Van Weelden.

The Board reviewed the responsibilities of the nonprofit board versus the staff as presented by Dettmann.

The Board reviewed and discussed recommendations for updates to the By-Laws as proposed by Burgmeier, Wood and Taylor. Motion by Siegel to accept revisions with noted changes. Second by Blunk; all ayes.

Motion by Van Weelden to set grant administration service and other hourly assistance rates at \$50/hr for nonprofits and \$75/hr for for-profits. Second by Wood; all ayes.

Motion by Van Weelden to authorize the following people to have access to the safe deposit box: Marvin Philips, Chairman; Steve Burgmeier, Treasurer; Detra Dettmann, Executive Director; Kathryn Anderson, Office Manager. The following names are to be removed: Don Johnson, Max Leyda, and Jeanette Beasley. Second by Wood; all ayes.

Motion by Burgmeier to enter into the 28E Agreement with the Division of Soil Conservation for \$25,000 for AML partnership development. Second by Fritz; all ayes.

A budget meeting was set for Friday, September 16, 2011 at 8 a.m. Those to attend are Burgmeier, Schroeder, Dettmann, Anderson.

Personnel discussion resulted in an agreement for Dettmann to renew her contract from Oct until Sept 2012. Simmons will meet with his committee on Oct 7th at 8 a.m. for review.

Out of the many requests of our office and staff, motion by Burgmeier to approve USDA-NRCS Wetland Reserve Program monitoring and the Abandoned Mine Land grants at this time. Second by Fritz; all ayes.

Motion by Burgmeier to resume using the stamp on checks being written in the office and send a report to Philips each week showing what monies had gone out. Second by Van Weelden; all ayes.

Simmons gave an overview of the Forestry program and what projects are upcoming. A meeting has been set to review the Total Forestry Program and Simmons on Oct 7th, 2011 at 8 a.m.

The next board meeting will be held on September 28 at 6:00 p.m. at the Pathfinders Office.

Motion by Blunk to adjourn at 8:11 p.m. Second by Taylor; all ayes.

Chairman

Date

Secretary/Treasurer

Date