



Resource Conservation District
Ventura County

MINUTES
Regular Meeting of the Board of Directors
Wednesday, May 18, 2011

CALL TO ORDER The **May 18, 2011 Regular** meeting of the Board of Directors of the Ventura County Resource Conservation District (RCD) was called to order by President Mike Mobley at 8:31 a.m., at the Ventura County Public Works Agency Watershed Protection District – Conference Room, 11251- B Riverbank Drive, Ventura, CA 93004, with a quorum of Directors present.

ROLL CALL & INTRODUCTIONS

DIVISION 1, (Ojai Division)

Victor Contreras, Secretary
Ron Asquith
Bud Sloan

DIVISION 2, (Santa Clara Division)

Michael Mobley, President
Doug Nelson (**absent**)

DIVISION 3, (South Ventura County)

Chris DeVan
Carol Kurtz
Alyse Lazar

STAFF PRESENT:

Martin Melvin, Executive Officer
Debra Gillis, Finance and Operations Director

Agenda: On motion by Director Lazar, Seconded by **Contreras**, the Board approved the **May 18, 2011** Agenda. Motion carried 7-0.

Minutes: On motion by Director Contreras, Seconded by **Asquith**, the Board approved the Minutes of the **April 20, 2011** Special meeting. Motion carried 7-0. A policy for the recording of the board meetings and minutes will be presented at the next regular board meeting.

GENERAL ANNOUNCEMENTS-PUBLIC REVIEW-HEARINGS-REPORTS

REPORTS

Debra Gillis, Finance and Operations Director presented the financial reports for the period ended **April 30, 2011** for the Board to approve. Also presented by Gillis was a draft budget for the board of directors to review. A final draft budget will be presented at the next regular board meeting. On motion by Director Sloan, Seconded by

Minutes of the Regular Board Meeting May 18, 2011

Lazar, the Board approved the Financial Reports for the period ended **April 30, 2011**. Check listing, deposit detail, balance sheet, profit and loss, budget report, and grants and program recap. Motion carried 7-0.

Marty Melvin, Executive Officer discussed with the Board the current projects and reports and provided an update on the recent changes in the Education program. Melvin also discussed the upcoming Prop 84 Mobile Irrigation Lab program.

Marty Melvin, Executive Officer discussed with the Board the status of the current HECO projects.

Dawn Afman, NRCS District Conservationist discussed an upcoming working group meeting as well as the NRCS involvement in the HECO plans.

Motions & Resolutions

- 6.1 A resolution authorizing Michael Mobley, President and Victor Contreras, Secretary/Treasurer of the Ventura County Resource Conservation District (RCD) to sign loan documents on behalf of the RCD for a revolving line of credit note dated March 5, 2011 with Montecito Bank & Trust, in the amount of one-hundred and fifty thousand dollars. (\$150,000).

On motion by Director **Asquith**, Seconded by **Sloan** the Board approved resolution authorizing Michael Mobley, President and Victor Contreras, Secretary/Treasurer of the Ventura County Resource Conservation District (RCD) to sign loan documents on behalf of the RCD for a revolving line of credit note dated March 5, 2011 with Montecito Bank & Trust, in the amount of one-hundred and fifty thousand dollars. (\$150,000). (Res #)

Ayes: **Mobley, Contreras, Asquith, DeVan, Kurtz, Lazar, Sloan**

Noes: None

Absent: **Nelson**

- 6.2 A resolution authorizing Michael Mobley, President of the Ventura County Resource Conservation District (RCD) to sign a credit card application on behalf of the RCD for opening a credit card account at Montecito Bank & Trust.

On motion by Director **Asquith**, Seconded by **DeVan** the Board approved resolution authorizing Michael Mobley, President of the Ventura County Resource Conservation District to sign a credit card application on behalf of the RCD for opening a credit card account at Montecito Bank & Trust. (Res #)

Ayes: **Mobley, Contreras, Asquith, DeVan, Kurtz, Lazar, Sloan**

Noes: None

Absent: **Nelson**

- 6.3 Discussion and possible action on approving changes to the Ventura County Resource Conservation District's Personnel Policies Manual.

An ad hoc Personnel Policies Committee was formed. On motion by Director **Sloan**, Seconded by **Lazar**,

Minutes of the Regular Board Meeting May 18, 2011

the Board approved the formation of an ad hoc Personnel Polices Committee to include Directors Sloan, Lazar, and Kurtz, as well as Debra Gillis, staff. Motion carried 7-0.

ADJOURNMENT: President Mobley adjourned the meeting at 10:40 a.m.

Respectfully submitted,
Martin Melvin, Clerk of the Board (DG)

MINUTES APPROVED: June 15, 2011

PRESIDENT:


MIKE MOBLEY

SECRETARY


VICTOR CONTRERAS