

NRCC Finance Committee  
Meeting Minutes  
August 24, 2022  
8:30 am  
Zoom Meeting

**Present:** Rick Hopkins, Christopher Von Alt, Clare Ireland, Richard Noel, Jill Arace, Jess Miller, Emily Nummer and Lina Smith

## **Agenda**

1. Welcome (Rick)
2. Approval of May, June, and July meeting minutes (Clare)
3. Bank Administrative Updates (Clare)
  - o ACH limit was increased to \$150,000
  - o Bank transition: PUB to M&T
  - o New users update
4. Grant proposals, approvals, and updates
  - o DEC Project Development (Clare/Jill)
  - o DEC Tactical Basin Planning (Clare/Jill) - *Subgrant approval needed*
  - o VAAFM FY23 Core Services (Clare) - *Subgrant approval needed*
5. VACD's Legislative Initiative & FY24 Appropriations Request (Jill and Clare)
6. Other business, as required

## **Welcome**

Rick welcomed everyone and called the meeting to order at 8:38 am.

## **Review of May, June and July Meeting Minutes**

Clare presented the meeting minutes for May, June and July. Chris made the motion to approve the minutes. Richard seconded the motion. Upon a call for a vote, all were in favor.

## **Bank Administrative Updates**

Clare noted the ACH limit was increased to \$150,000 which has made things easier. The Bank transition from PUB to M&T is currently underway and due to be completed September 2<sup>nd</sup>.

Because of this transition there will be a delay until mid-September in getting new bank signers the needed tokens.

## **Grant Proposals, Approvals, and Updates**

### **DEC Project Development:**

Clare noted a new project development agreement has been executed and extends the funding source another year. The amount of the grant is \$145,000 and Jill noted this grant supports the time it takes to get a project to fruition. She noted that it requires more reporting so some District Managers don't apply because they do not think it is worth the time. A grant round on the

leftover funds from the 2020 agreement was done in May/June for a total of \$38,000 from 5 districts.

As core services increase, the 2022 grant might not be fully spent.

#### DEC Tactical Basin Planning:

Clare explained this grant supports engagement with the basic planning process and all 14 districts are involved. All sub-agreements that exceed \$20,000 must receive Council approval, and she noted that Franklin County exceeds that at \$44,215.

Rick asked why this was so high and Jill noted this grant was open ended and Lauren plans to be highly involved in the basin planning process as co-chair. It covers more outreach efforts as well and this is in a basin with a lot of activity.

Rick made the motion for approval of the \$44,215. Chris noted he didn't like to approve something without knowing more about it and had nothing to base a decision on. He questioned what the criteria would be for approving.

Jill explained the finance committee's approval is about taking on the risk of a larger commitment. Chris asked how to assess that risk? Rick explained the origin of the \$20,000 threshold. Holden added it's also nice for program managers to have some other eyes on the process as they write subagreements. Jill agreed that Chris' question was a good one, and a list of open agreements with conservation districts will be given to the finance committee in the future.

After further discussion, Rick withdrew the motion. Clare will provide a spreadsheet listing grants by district to the members to consider and a vote to approve will be done by email. She noted that this grant will need to be finalized in the next few weeks.

#### VAAFY23 Core Services:

Clare gave a recap of amounts appropriated through the legislature and asked for approval of the subagreements. Awards under this agreement were kept as a flat rate, but increased from \$6,000 per district to \$20,000 per district. She noted that some districts had requested capital funds which they received.

Chris asked for clarification of the \$110,000 to Poultney-Mettowee. Jill noted this was office space they have purchased and for a nursery project. Biodiesel and electric trucks for Orleans and White River were also discussed.

Chris made the motion to approve the subagreements. Richard seconded the motion. Upon a call for a vote, all were in favor.

#### VACD's Legislative Initiative & FY24 Appropriations Request

Jill reported that she and Clare had met with Action Circles and with DM's since the last finance committee meeting. Action Circles made the following suggestions:

- A budget adjustment request should not be done unless there is an emergency need. Clare went back to districts with that question and there was none.
- Action Circles suggested that only a 2024 request be done. Clare is working with districts on this.

The state statute on supervisor per diem was discussed and it was noted that some supervisors are unaware they can be compensated for travel and office supplies as well. Chris asked if it is possible to send a memo to district managers to explain these alternate methods of funding.

Jill explained forming a Legislature Initiative Working group to discuss strategies throughout the legislative session. That group will be responsible for reporting to everyone else. They will give notice to supervisors to attend meetings with Action Circles and will identify supervisors interested in particular issues and draw on that.

There being no further business, the next meeting was scheduled for 8:30 am, September 21, 2022.

The motion to adjourn was made by Chris. Richard seconded the motion. Upon a call for a vote, all were in favor.

Meeting adjourned.

[Minutes approved by Finance Committee March 15, 2023](#)