

MEETING MINUTES

Committee//Group: EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT
Date: September 9, 2009
Chairwoman Present: Fronia Jaramillo
Members Present /Titles Ryan Schwebach – Vice-Chair (via teleconference), Jim Berlier – member, Rick Lopez – member, Others & Guests: Cheri Lujan – District Manger, Kenneth Lujan – NRCS, Roy Todd – NMDA, Ronnie Harral – Cooperator / Landowner
Absent: Michael Stogner – Secretary / Treasurer

Topic (Agenda Item) & Summary of Discussion	Follow Up Action/Discussion	Responsible Party	Status (Open/Closed)
Call to Order	Meeting was called to order at 6:02 P.M Introductions were made on who was present at the meeting due to teleconference which was attended by board member, Ryan Schwebach.	Fronia Jaramillo	Standing Agenda Item
Approval of Agenda	It was moved by Rick Lopez to accept the agenda as presented. Motion seconded by Jim Berlier. Motion carried unanimously.	Fronia Jaramillo	Standing Agenda Item Action taken
Approval of minutes 08/19/09 minutes	Minutes of the regular August meeting were reviewed. After review and discussion motion made by Jim Berlier to accept the meeting minutes as presented. Motion was second by Rick Lopez, motion carried unanimously.	Fronia Jaramillo	Standing Agenda Item Action taken
Treasurer's Report	Michael Stogner was unable to attend the meeting so Cheri Lujan submitted the financial report for review. Following review and discussion of the financial report motion made by Rick Lopez and second by Ryan Schwebach to approve the bills submitted and paid and file financial report for audit. Motion carried unanimously. Cheri Lujan asked Ryan Schwebach to thank Damian Roberts from Farm Credit on the generously donation for the annual meeting.	Cheri Lujan	Standing Agenda Item Action taken
09-10 Work Plan	Updates were made in the annual work plan to review. Updated items were noted in red.	Cheri Lujan	Standing Agenda Item
Guests	Fronia Jaramillo recognized guests attending. Mr. Harral thanked the board on behalf of Rowe Greene on the cost share assistance given in implementing a solar panel water pumping system.	Fronia Jaramillo	
Correspondence	E-mail correspondence was noted that it was forward to all board members as it came in. Written correspondence to the board was reviewed: Claunch-Pinto SWCD: letter cordially invitation to their annual meeting being held October 2,	Cheri Lujan	Standing Agenda Item

	<p>2009. NMACD: Letter inviting members to the 63rd annual NMACD conference held in Roswell on October 13th-15th. Department of Finance: Letter of approval for the Districts final budget for fiscal year 2009-2010. New Mexico Vegetation Mgmt. Association: Invitation to the 17th annual conference November 18-20, 2009 at the Hilton 1901 University Blvd, Albuquerque.</p>	
<p>Reports of Standing Committees</p>	<p style="text-align: center;">Watershed Health, Restoration Committee Cheri Lujan</p> <p>Steering Committee met on August 24, 2009 at the Edgewood SWCD office. Discussion of the settlement agreement that were made with Albuquerque Bernalillo County Water Utility and the Carnuel Mutual Domestic Water Consumers Association and the Water Trust Board was discussed. Discussion on having just contractors do the work vs both landowners and contractors was also a topic. Updates were given on contracts and the monitoring programs. Workshop for landowners and contractors was planed for September 12, 2009. Flyers and letters were sent to the ETSWCD cooperators who have a contract or application in with the District. Next steering committee will meet in Estancia on September 28, 2009.</p> <p style="text-align: center;">Water Planning Committee Ryan Schwebach</p> <p>Ryan Schwebach was unable to attend the last meeting so Cheri Lujan gave a brief up date with the draft minutes given out for review from the last planning committee meeting.</p> <p style="text-align: center;">CNMCWMA Cheri Lujan</p> <p>No meeting to report on. Tom Perkins has worked on prices / acres and planning for an aerial spay dates set for the week of September 21. Tom Gordon's place next to the State Land along south 41 will be the targeted areas. Claunch-Pinto SWCD has been notified of dates in order for them to advertize as they see needed. The next steering committee meeting has been scheduled for October 22, 2009.</p>	<p style="text-align: center;">Standing Agenda Item No Action taken</p> <p style="text-align: center;">Standing Agenda Item No Action taken</p> <p style="text-align: center;">Standing Agenda Item No Action taken</p>
<p>District Manger Report</p>	<p style="text-align: center;">Cheri Lujan</p> <p>Cheri Lujan reviewed written report with the board. Cost Share and Watershed Health and Monitoring funding were discussed. Final check out and payment was made to Rowe Greene. Newsletter will be sent out middle of October. 08-09 Audit is scheduled for sometime the last week of September 2009. Region II award nominations were requested by NMACD for state judging. Spoke with NM Finance Committee and Council on funding in junior bills. Manger has placed a call into NMDA but has not been called back as per the time of the meeting. Linda Keyhole has offered to speak with the university if needed. CIG grant with Don</p>	<p style="text-align: center;">Standing Agenda Item No Action taken</p>

	<p>District Manger will check on three food vendors for lunch for the event.</p>	
<p>New Business</p>	<p>NMACD Annual meeting Draft agenda was given out to the board for review. After review and discussion board members noted and confirming attendance were Fronia Jaramillo, Jim Berlier, and Michael Stogner. Cheri Lujan will confirm with Ryan Schwebach on attendance. Following discussion motion made by Jim Berlier and seconded by Rick Lopez to approve purchase of a door prize and auction item for the employee association up to \$100.00 for the annual meeting. Motion carried unanimously</p> <p>Cost Share Applications Due to more funding received by NRCS. No action needed at this time. Applications were funded through the NRCS.</p> <p>Contract Labor Draft contract labor agreement was given out for review and discussion along with names of interested individuals. Followed discussion and review. Motion made by Rick Lopez to form a sub committee of two to review interested parties, rank and bring back recommendation to the full board for approval. Motion seconded by Jim Berlier. Motion carried unanimously. Volunteers to sit in on the sub committee were Fronia Jaramillo and Jim Berlier. Cheri Lujan will work with the sub committee and send the job descriptions out to the interested parties along with setting up a time for the committee to meet with them along with requesting a resume.</p> <p>Employee Policy Due to absence of some board members and more time needed to review and make sure the policy is updated correctly Rick Lopez moved to table the discussion until further notification. Jim Berlier seconded the motion. Motion carried unanimously.</p>	<p>Action taken</p> <p>No Action taken</p> <p>Action taken</p> <p>Action taken</p>
<p>Chairwoman Report</p>	<p style="text-align: center;">Fronia Jaramillo</p> <p>Fronia Jaramillo updated the board on the CSP meeting held in Corona. CSP program in a work in progress. Attended the last board meeting in Mora. Their</p>	<p>Standing Agenda Item</p>

	NRCS District Conservationist just retired.	
Announcements / Discussion Items	Jim Berlier updated the board of the recent national meeting held in Santa Fe for the National Conservation District Directors. The NACD CEO was one of many who were present at the conference. District Official Program Accreditation was discussed along with the carbon sequestration verification and aggregation program in Oklahoma. Handouts from the many workshops and presentations given were given to the District Manger to have on hand for anyone who was interested in seeing any of the material which was presented at the meetings.	
Next Board Meeting/ Adjournment	<p style="text-align: right;">Fronia Jaramillo</p> <p>Discussion on moving the meeting from its regular meeting date from October 14th to the 7th was discussed due to the State Annual meeting. Jim Berlier moved to move the meeting to October 7th, seconded by Rick Lopez. Motion carried unanimously. With no further business to discuss meeting was adjourned at 7:40 PM.</p>	Action taken

Respectfully submitted,
Cheri Lujan, District Manager

Reviewed and approved by: _____