



## **ANNUAL MEETING AGENDA**

The meeting will be held in-person and virtually at the SWCD office

Contact the District Administrator at least 2 hours in advance of the meeting to obtain link to attend virtually

*Oath of Office for Jerry Hovi, Chuck Bainter, and Mark Peterson*

### **ESTABLISH QUORUM AND CALL MEETING TO ORDER, THEN**

1. Agenda
2. Election of Officers
3. Minutes of Last Meeting
4. Financial Reports & Program Summary for Last Month
5. Accounts Receivable and Accounts Payable
6. Guest Introductions & Comments

### **OLD BUSINESS**

7. DNR No Child Left Inside Grant Update
8. Credit Card for Kayla Owens with \$500 limit

### **NEW BUSINESS:**

9. Annual Business
10. BWSR Funds
  - a. SLR Cancellation of Forestry Plan Cost Share Contract at Landowner's Request
  - b. SLR Forestry Plan Renewal Cost Share Contract with Landowner
11. County General, NRBG & WCA Funding & Board Resolution 2025-01
12. DNR Delegation Agreement for AIS Prevention Inspections 2025-2027
13. Human Resources
  - a. Job Descriptions, if available
    - i. Program Technician
    - ii. Supervisory Regional Farm Bill Forester
  - b. Add 2 Program Technicians Contingent on NRCS Funding
  - c. Fill Supervisory RFB Forester Position, Increase Wage
  - d. Add Seasonal Watercraft Inspector Supervisor
  - e. Credit Card for Jake Bendel with \$1,500 Limit
  - f. Pay Equity Report – Approval to Submit on Behalf of Board Chair
  - g. Salary Adjustment for Anita Provinzino Effective 2/2/25 Pending Evaluation
14. MPCA 319 Pelican Lake Watershed Grant Agreement & Board Resolution 2025-02
15. Upcoming Supervisor Meetings and/or Trainings
  - a. Laurentian Resource Conservation & Development – January 27
  - b. Policy Committee Rainy/Vermilion – February 7
  - c. SWCD Forestry Association – January 16
  - d. Supervisor Statement of Economic Interest – by January 27
  - e. Technical Service Area III – January 28
  - f. Other
16. Other

### **REPORTS:**

17. District Administrator Report – Anita Provinzino
18. Conservation Manager Report – Phil Norvitch
19. Accounting & Human Resources Specialist – Miranda Frenning
20. Aquatic Invasive Species Program Coordinator Report – Jon Utecht

21. Community Conservationist Report- Joe Murphy
22. District Forester Report – Tristan Nelson
23. Regional Farm Bill Forester Report – John McCormick
24. Regional Farm Bill Forester Report – Zach Evans
25. Resource Conservationist Report – Corey Denning
26. St. Louis River Watershed Conservationist Report – Kaela Veihman
27. Natural Resources Conservation Service Report
28. Supervisor & Committee Reports

CLOSING:

29. Confirm Next Meeting Date Based on Regular Meeting Schedule set in Item 9
30. Adjourn