



NOTES

Southern Soil and Water Conservation District

Regular Board Meeting

Wednesday, January 17, 2024 4:00 PM

University of Guam College of Natural and Applied Sciences Bldg. Room 104

AGENDA

- I. Meeting Call to Order & Roll Call
- II. Acceptance of Meeting Agenda
- III. Approval of Meeting Minutes - 12/13/2023

IV. Treasurer Report

A. Coast 360 Banking Account Balance as of 1/17/2024

- A. Checking 0200 - \$65,558.74
- B. Savings - 1.20
- C. DoAG Stress Grant 0201 - \$23,631.70

B. UOG

- A. PL 37-42 - Chapter II Part III Section 7 \$66,733.00
 - A. Rec'd _____ Pending _____ (pending report)
- B. PL 37-42 - Chapter XII - Misc Provisions for Feral Swine
 - A. Rec'd _____ Pending _____ (Request sent to UOG for funding from DOA send 1/1/7/2024)
 - B. Move to establish account for Feral Swine Program Account.
- C. FY25 SWCD Budget Request - Status

C. RCUOG - REPI Account

- A. Appointment requested to learn more about how to obtain financial reports.
- B. By next meeting we can report out on the REPI accounts.

D. NACD TA Funding

- A. Rec'd _____ Pending _____ (pending report)
- B. Move to Establish Separate Account for TA grants

E. TAXES

- A. Tax year 2023 - 1099s and W2s to be sent to directors and staff and filed with DRT nlt 1/31/2024
- B. Action - EP to prepare 1099s and distribute to Directors
- C. Move to Source out service to prepare W2s for Employees

- F. Recommendation from treasurer: Purchase Quickbooks for Desktop and hire Bookkeeper to set up the program and train on use. 6 month contract should suffice.

V. Old Business

A. 2023 Joint SWCD Meeting - December 27, 2023

- A. Certificate - Move to accept and file the Board certification stating that all Board members went through Educational Training. Memo to be sent to Governor as required by law informing of completion of training.
- B. Reimbursement to NGSWCD for Training cost - Move to reimburse the NSWCD cost share of Training in the total amount of \$1,073.00
- C. Action items - Collab with FY25 Budget due to UOG in Feb; GACD Committee; NACD Board Designation.

B. 2024 NACD Annual Meeting - February 09-16, 2024

- A. Travel Authorizations - Move to approve all Travel authorizations as presented for traveler MA, GT, MT, YMJ, EP.
- B. Auction Donations - Discuss
- C. NACD Guam Rep - Move to ratify the submission of Director Glenn Takai's designation as Guam's primary representative to the NACD Board.
- D. Action Items- EP to prepare checks for advance per diem, NACD registration, and Membership Dues.
- E. Discuss Agenda, Breakout session, Resolutions - Set up separate work session.

C. 2024 Next Generation Leadership Institute Cohort

- A. GT Sponsorship - Board agreed to sponsor GT tuition. Board to reimburse accordingly
- B. Action Items - Ensure reimbursement request for travel expenses to NACD

D. Guam SWCD Educators Symposium

- A. 2021 Educators Symposium Closeout docs - Status
- B. 2024 Symposium?

E. NACD Technical Assistance Program

- A. NACD TA2022 Report due Jan 20, 2024 for Quarter ending Dec 31 2023
 - A. JCLRP - After action report
 - B. Supplies - Move to appropriate funding from the Contractual services budget category to purchase a new laptop for PSS usage. Funding will be used as in-kind contribution. Action - Rita to look into quotes for a computer and submit to EP for process.
 - C. Unfunded cooperative agreement - Move to approve the updated Cooperative Agreement
- B. NACD TA 2023 Application - Move to approve application as amended.

F. GACD Technical Assistance Program

- A. TA2020 Report - Grant Closed. Report for Qtr ending Dec 31 due Jan 20.
Closeout Report Due 30 days after quarterly submission
- B. Action Items - Transfer and Reimbursement of Funds from GACD

G. NACD REPI Grant

- A. Report Due Quarter ending Dec 31 due Jan 20.
- B. Guahan Sentinel Meeting Feb 07 & 08 - Register
- C. Executive Session Move to enter into an executive session to discuss hire of Project Director to be funded under the REPI grant at __:___ pm .
- D. Move to resume official board meeting at ___:___.

H. USDA APHIS FS Program

- A. Discuss Advocacy of extra funding for APHIS from Governor

I. DOAG Stress Grant

- A. SBDC Training - Closeout - Move to pay out \$3,700
- B. Do we want another training?
- C. Action items: Quotes for Merchandise

VI. New Business

- A. Southern District Feral Swine Pre-Pilot Study - Approval

VII. Board Correspondence

- A. Edwin Reyes, BSP Minutes - request
 - A. Note Secretary to develop SOPs committee work session
- B. USDA NRCS Leadership Team
 - A. GLRP Update and Closeout - Next meeting Jan 25
- C. GISCS Meeting - add to agenda

VIII. Public Comment/Announcements:

IX. Next Meeting: Will we have a Feb Meeting? Feb 28th?

X. Adjournment