



# Montana Conservation District Employee Organization

## MCDEO Board Meeting

**January 17, 2024, 11 am, by Zoom Conferencing**

### **Call to order**

The meeting was called to order by EO president Chris Evans.

### **Attendance**

In attendance were Kay Webb, Chris Evans, Angie Stahl (phone), Caitlen Wolff, Diane Black, Samantha Tappenbeck, Jackson Bramlette, Jess Fields, Julie Goss, Robbie Savelkoul, Sharon Flemetis, and Wendy Jones. Tenlee Atchison was absent.

### **Elections for Treasurer and Secretary for new terms**

Robbie Savelkoul had been previously nominated for Treasurer and Samantha Tappenbeck had been previously nominated for Secretary. Evans asked if there were any other nominations. There were none. The vote commenced.

Treasurer: Robbie was nominated and elected by voice vote: 11 yea, 0 nay

Secretary: Samantha Tappenbeck was nominated and elected by voice vote: 11 yea, 0 nay

### **Meeting date/time**

Evans asked if we need to adjust the meeting date/time. Everyone agreed that the 3rd Wed, at 11 via Zoom, following RT works okay for them.

### **CDAC EO Rep**

Evans requested someone else sit as the advisory position on this board, representing the MCDEO. It was left for discussion at the next meeting. This position could be anyone on the board, or it could be any of the EO members that we trust to be a good information conduit between CDAC and the EO.

### **Status of 1023 submission**

Evans has not started it yet as she had been waiting on verification of some of the information for directors. She will begin working on it on Friday this week.

### **Updates on meetings with Terry**

Governance Calendar is being created, including EC - this is almost completed.

There was a proposed bylaws change to the timeline for officers, so there won't be a gap between terms that we experienced this year. Also a transition period was built in to the governance calendar

Committees, these need to start being developed, so we can move to developing: Please consider whether you want to be a part of the Governance Committee (Vice President chairs) or the Finance Committee (Treasurer chairs). All 3 committees will be working on policies specific to their committee as well as standard operational guidelines.

Evans had a training coordination planning meeting with MACD, DNRC & Terry on 1/16/24. DNRC plans to do quarterly training (big, few hours) which will likely include Strategic Planning, Operations Manual/Accountability training (Accountability will be broken up by subheadings in that new document). DNRC wants to be consulted/ at least kept "in the loop", since they are providing funding, and they want to help with the training, where appropriate.

### **2024 Training Update**

Since no one at the last meeting indicated an interest in helping to plan the 2024 training, Kay Webb and Chris Evans solicited help from Dona Stafford and Trish Smith. They met to hammer out potential training topics for 2024 training, date to be determined. Wendy Jones indicated an interest in helping this committee.

### **Financials/MACD Convention Followup**

No updates have been provided from MACD about \$ owed to EO from Convention. Robbie, as the new treasurer, will follow up. This topic will be discussed again at the February meeting. Wendy Jones would like to see a thorough analysis of the past convention fundraiser data to assess the feasibility of continuing to participate in the EO Event at the MACD Convention. Also needed is some clarity for MACD regarding their use of CD Employees during the convention. Bank Signature cards need to be updated.

Motion by Kay Webb to have the executive committee on the signature cards, second by Robbie Savelkoul; motion carried. Kay Webb as Vice President will be added, as will Robbie Savelkoul as Treasurer and Samantha Tappenbeck as Secretary. In addition, the address on the bank account will be changed to Robbie Savelkoul's address.

Evans will talk to Stockman bank about getting the signature cards updated, the address of the account changed, with statements mailed to Savelkoul, and will see if we can have a second bank statement emailed to Evans (as the president) for checks and balances. In addition, Evans will ask about multiple logins to the account, for viewing purposes only, by the entire executive board.

### **Partner Discussion**

After discussion with Terry Profota, Evans recommended that a portion of the area employee meetings be set aside to privately have open discussion (other agency partners excluded) about issues or problems that need to be addressed with agency partners. Area Directors can then bring those issues to the EO Board, which will decide on next steps to address them with partners. The group agreed that this approach should be useful. Building trust will require that partners actually address the issues in a clear manner.

**Minutes Submitted By:** Kay Webb (Area V)

**Minutes Approved:** February 21, 2024