



# Montana Conservation District Employee Organization

## EO Board Meeting

**Time: March 20, 2024, 11:00 am**

<https://us02web.zoom.us/j/87391658208?pwd=cGR6TE4yWENsbCsrckdqTFU3aGxsdz09>

### Call to order

The meeting was called to order by EO president Chris Evans at 11:01am.

- Attendance
  - In attendance: Samantha Tappenbeck (Area V); Kay Webb (Area V); Chris Evans (Area VI); Angie Stahl (Area IV); Wendy Jones (Area IV); Robbie Savelkoul (Area I); Jess Fields (Area VI); Julie Goss (Area II); Caitlen Wolff (Area II); Jackson Bramlette (Area III);
  - Also in attendance: Jess Beagles
  - Absent: Tenlee Atchison (Area III); Diane Black (Area I);
- Review Governance Calendar
  - Not much on the March meeting agenda – We cannot do the financials; Annual Report is complete and ready to be filed;
- Consent Agenda
  - Approval of minutes-February
  - Committee Meeting minutes
    - Committees have not met since the last meeting.

Kay Webb made a motion “to approve as presented.” Wendy Jones seconded. Motion carried unanimously.

### Financial

- 4th quarter financial report
- Status of financial review
- Bookkeeper solicitation-Status
  - No interest since last meeting. Kay passed it along to someone that may have been interested. No applications received. Wendy and Angie looked into accounting firms in Billings and got quotes from two agencies. Either way it

will be contracting, whether it is an accounting firm or individual. Discussed hosted bookkeeping services. Pass any leads on to Robbie. In the meantime, Chris asked Sharon to send her some checks so we can make payments.

Robbie sent out dues notices. So far we've received \$840 in dues payments and are rolling in daily. Robbie is holding on to the deposit slips for now.

## **Operations**

- Nonprofit status letter
  - We got our non-profit status approved by the IRS. Periodically meeting with Terry re: status and organization. Draft policies are in development.
- Update on process meetings with Terry Profota
- Communications-Google chat for the EO Board
  - Emails seem to be the best method of correspondence. Google chat was discussed and whether that is a better solution. It does not seem like Google Chat would improve communications.

## **Committees and Area Employee Meetings**

- Need for agendas and meeting notes at Area Emp Meetings
  - There has been some interim discussion about Area Employee Meetings. Jackson noted that during the Area III Meeting, Tenlee reviewed everything with a new employee. Reminder for when we host these meetings there should be an agenda and meeting notes. We do not have to invite DNRC and MACD for the entire meeting. It would be good to leave a portion of the meeting for partner updates if possible. Try to keep meetings professional, take any issues directly to the partners or bring issues to the full board for a coordinated outreach to the partners regarding the issue.
- Committee reports (Exec, Gov, Finance)
  - Committee meeting minutes will be included in consent agenda.
- Work Group reports (Training, EO Event/activities at Convention)
  - Requested the employee organization have an option for training at the Convention.
  - Robbie noted that there was one Convention Planning Meeting and she and Wendy were not able to attend because it conflicted with other meetings. Chris noted that if we are not able to attend, let her know and we will request MACD reschedule if possible.

- Updates from any area that has had an employee meeting since last meeting (Any concerns, discussion, etc. that needs to be carried up the chain?)
  - None

## **Partners**

- Partner reports
  - DNRC
  - MACD

## **Open Mic/other business**

- NCDEA Mid year meeting-Billings-August 19-23
  - We will cancel the organized SET training this year and fit in training items during roundtable, spring meeting, and/or virtual training sessions. NCDEA meeting is in Billings August 19-23 (includes travel days); attendance is open to all employees in the region (Northern Plains Region). Great opportunity for networking with employees from all over the country and showcase the things we are working on. Since we are not hosting EO training in August, we could instead offer travel scholarships to the NCDEA meeting. Chris thought that we might work with Laverne Ivie to still coordinate bringing together Rolling Rivers Trailers from across the state and share information about doing those presentations, share information, and perhaps make some videos. Also potential opportunity to showcase programs and projects library during the NCDEA meeting. Chris reviewed the statewide district map MACD and DNRC created with contact information and program information for all the districts; discussed opportunity for incorporating the program library that is in development. Chris also reviewed topics for potential discussion during the NCDEA meeting. Discussion about:
    - Stream permitting by districts in Montana
    - District programs and projects in Montana
    - How districts handle tree orders and plant materials across the state and how this would be an interesting topic to cover
    - Organizational/strategic/work plan development
  - Chris will reach out to the NCDEA planning committee and see if we could dedicate time to each of these topics for training during the hotel/convention center day.

## **Items for the Parking Lot**