



# Montana Conservation District Employee Organization

## EO Board of Directors Meeting

September 18, 2024, 11:00 am

Via Zoom:

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

### 11:00 am Call to order

- Roll Call

#### Board Directors Present:

Chris Evans (Area VI); Samantha Tappenbeck (Area V); Caitlen Wolff (Area II); Jess Fields (Area VI); Jackson Bramlette (Area III); Robbie Savelkoul (Area I); Sandy LaVoy (Area IV);

#### Board Directors Absent:

Julie Goss (Area II); Tenlee Atchison (Area III); Wendy Jones (Area IV); Diane Black (Area I);

- Review [Governance Calendar](#)

Need to distribute and collect board self-evaluations (secretary will do this); Need to review strategic plan, but this is not approved yet so not necessary at this time.

- Consent Agenda
  - EO Board Meeting Minutes
    - [2024 0717 EO Board Meeting](#)
  - Committee Meeting minutes
  - Recent Area Employee Meetings
    - [Area 6 Employee Meeting July 2024](#)

Jess Fields motioned “to approve the consent agenda.” Jackson Bramlette seconded. Motion carried unanimously.

### 11:10 am Financial

- Financial report

No report presented. No significant changes since the July meeting.

- Financial Updates

### **11:25 am Agenda Items**

- Treasurer Appointment

Chris Evans will randomly select someone to be the treasurer if nobody steps up after this meeting. Due to our nonprofit status with the IRS, the organization is required by law to have a treasurer. Chris is acting treasurer now but the role needs to be filled permanently.

- VP appointment

Jess Fields has stepped up as appointed VP and will serve through the end of 2024.

- Bank paperwork-discussion and action needed

Almost done getting signature cards updated when Kay Webb resigned. Need to start over now. Robbie motioned "to make the four executive officers signers on the account." Jackson seconded. Motion carried unanimously.

- Finance Committee and Governance Committee Meetings

Finance committee meeting set for October 15<sup>th</sup>. Need to set other committee meetings dates and let Chris know if you need her to be a part of that.

- Director/Officer insurance

Still waiting on an estimate on a policy provided through the Montana Nonprofit Association, they have an option through PayneWest starting at approximately \$400 per year.

- Which Board Members still need to submit forms?

Samantha will send the forms to Sandi and Robbie.

- Area Meetings/Convention update

Chris put together a report from the EO to share at area meetings and is available to attend most and present the report if the area directors would prefer. Chris cannot make the Area I or IV meeting but would otherwise be available to present the report for the MCDEO at area meetings. Jess can attend the Area IV meeting and present the EO report. Diane and Robbie should be able to cover the EO report at the Area I meeting. Chris will be available for questions if there are any.

- In-Person Board meeting-DNRC would like to host us in Helena before the convention-thoughts?

Probably too close in time to schedule this. Steph Criswell would like to have this meeting in order build the relationship/partnership between DNRC and the EO Board of Directors. Chris will work with Steph to schedule this after the beginning of the new year.

- [Strategic Framework](#) with Shannon Stober
  - Review of the strategic framework
  - Take comments/ideas

Area directors need to review the strategic framework and come up with some ideas on how we can take advantage of potential activities and opportunities we identified to develop our specific work plan for the coming year. Directors should review and come up with one or two ideas for the October meeting including specifics about how to move forward with potential activities/opportunities identified in the strategic framework.

#### **11:45 am      Open Mic/other business**

Need to fill vacancies on the board of directors and fill the treasurer position. Discussion about transitioning the meeting schedule for the board of directors from monthly in 2024, to every other month in 2025, and quarterly in the future. Executive officer meetings could be quarterly and offset from the board schedule to help keep up accountability and communication in the interim.

#### **12:00 pm      Adjournment**

The meeting was adjourned at 11:45AM.