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March Quarterly Board Meeting

March 3-4, 2008

Northfield Inn & Suites

Monday-March 3

8:00-10:00 a.m.	Executive Committee	Diamond
10:00 -11:30 a.m.	Task Forces Meetings	
	❖ Annual Meeting Task Force, Chairperson Aaron Ferguson	Jade
10:00 a.m. – 4:30 p.m.	New Director Training	Topaz
12:00 -1:00 p.m.	Lunch	Crystal
1:00-2:00 p.m.	Auxiliary Committee Meeting	Lobby
1:00-3:00 p.m.	Round One Focus Area Committees	
	❖ Communication: John Beckhart, Chairperson	Diamond
	❖ Education: Jerry Snodgrass, Chairperson	Emerald
	❖ Planning: Aaron Ferguson, Chairperson	Jade
2:00-3:00 p.m.	Forestry Committee, Bob Sloan-Chair	Crystal
3:00-5:00 p.m.	Round Two Focus Area Committees	
	❖ Financial Management: Rollie Spaniol, Chairperson	Diamond
	❖ Legislative: James Todd, Chairperson	Emerald
	❖ Urban Community & Conservation, Norbert Rider Co-Chair , Dwayne Proctor Co-Chair	Jade

Tuesday- March 4

7:30 a.m.	Board Member Breakfast	Emerald
8:00 a.m.	Foundation & Board Meeting	Crystal/Diamond

Association of Illinois Soil and Water Conservation Districts



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STACY STREMSTERFER
Education Coordinator

ERIN PATE
Operations Administrator

JIM NELSON
Watershed Liaison

SARAH DILLMAN
Administrative Coordinator

MEMORANDUM

Date: February 6, 2008

To: All AISWCD Board Members, Committee Members and Advisors

From: Terry Davis, President

Re: March Quarterly Board Meeting, 2008

Please be advised the next meeting of the Board of Director's and Focus Area Committees of the Association of Illinois Soil and Water Conservation Districts has been scheduled. Specific information regarding the meeting is noted below:

Dates: March 3-4, 2008

Time: See Agenda (page 2)

Location: Northfield Inn & Suites
3280 Northfield Drive
Springfield, Illinois 62703
217.523.7900

If you should have any questions regarding this meeting, please contact the AISWCD office at 217.744.3414. I look forward to seeing you in December.

Please make sure to contact Sarah Dillman, at the AISWCD office, to make any room reservations for the Northfield Inn, by February 21, 2008.

*Association of Illinois Soil and Water Conservation Districts
4285 North Walnut Street Road
Springfield, Illinois 62707
Telephone: 217-744-3414 Fax: 217-744-3420*

AISWCD Foundation Agenda

Terry Davis, President

March 4, 2008

Crystal/Diamond Room

8:00 a.m.

1. Call to order
2. Roll Call
3. Approve Agenda
4. Approve Minutes
5. Old Business
 - ICCI Enrollment
6. New Business
 - Questions on Financial Report submitted in packets-Accept Report as submitted
7. Adjournment

December Quarterly Board Meeting
FOUNDATION MEETING
December 11, 2007
Crystal/Diamond Room
Northfield Inn, Springfield, Illinois

Roll Call:

<u>Present</u>	<u>Absent</u>
Terry Davis, President, NACD Delegate	
James Todd, Vice President, NACD Alternate	
Aaron Ferguson, Secretary	
Rollie Spaniol, Treasurer	
Jerry Snodgrass, Area I VP (Also representing Council 2)	
	Darrell Roegge, Area II VP
John Beckhart, Area III VP	
Norbert Rider, Area IV VP	
	Phil Fossler, Council 1
	Terry Bogner, Council 2
Lee Bunting, Council 3	
Larry Sterett, Council 4	
Van Bitner, Council 5	
	Vacant, Council 6
	Jim Bell, Council 7
	David McCormick, Council 8
	Kenneth Suslee, Council 9
Dale Jahraus, Council 10	
Emery Oesch Council 11	
Don Beisiegel, Council 12	
Jake Klein, Council 13	
Tom Anderson, Council 14	
Kenny Vosholler, Council 15	
James Singer, Council 16	
Richard Nichols, AISWCD	
Erin Pate, AISWCD	
Stacy Stremsterfer, AISWCD	
Jim Nelson, AISWCD	
Sarah Dillman, AISWCD	

President Terry Davis called the meeting to order at 8:13 a.m.

Secretary Aaron Ferguson took roll call.

Approve the Agenda

Terry Davis asked if funds, in the amount of \$42,000 from the Grand Victoria Foundation agreement to update the Urban Manual (\$42,000) needed to be transferred to the General Fund from the Foundation. Rich Nichol stated the funds should be transferred.

Rollie Spaniol made a motion to move the principal amount of \$42,000 from the agreement to the General Fund, discussion was

held concerning interest earned on the funds and if the interest should be transferred as well. Motion failed due to lack of a second.

Lee Bunting made a motion that the Treasurer be granted the latitude to transfer funds from the Foundation to the General Fund, as funds are needed for the grant. Jerry Snodgrass amended the motion to stipulate that the guidelines of the grant regarding interest earned be followed and if no policy was in the agreement the interest would stay in the Foundation as interest income. Larry Sterett seconded the motion, MCVV.

Approval of Minutes

Stacy Stremsterfer stated that Phil Fossler requested to be marked as present not absent from the September Foundation meeting. Jerry Snodgrass requested to also be shown representing Council 2 in Terry Bogner's absence at the September Foundation meeting. **Emery Oesch made a motion to approve the minutes with the changes, seconded by Norbert Rider, MCVV.**

Old Business

ICCI

Rich Nichols stated there was nothing new to report.

New Business

Financials

Larry Sterett made a motion to approve the Foundation financials, seconded by Dwayne Proctor, MCVV.

McKibben Scholarship

Rollie stated the Financial Focus Area Committee approved the scholarship to be offered at \$500. **Rollie made the motion to approve the McKibben Scholarship in the amount of \$500, seconded by Kenny Vosholler, MCVV.**

Adjournment

Larry Sterett made a motion to adjourn, seconded by Don Beisiegel, MCVV.

AISWCD Board of Directors Agenda

Terry Davis, President

March 4, 2008

Crystal/Diamond Room

8:30 a.m.

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Partner Reports: 5 minute restriction (written reports attached)
 - IDOA: Steve Chard
 - NRCS: Bill Gradle
 - FSA: Bill Graff/Jim Ross
 - IEPA: Dick Breckenridge
 - IDNR: Debbie Bruce
 - ISWCDEA: Josh Joseph & Annyce Winters
 - NCDEA: Cindy Moon
 - NACD Delegate/Alternate: Terry Davis & Jim Todd
5. Committee Reports
 - Executive: Terry Davis
 - Forestry: Bob Sloan/Darrell Roegge
 - Auxiliary: Marie Bunting
 - Insurance: Debbie Holsapple
6. Focus Committee reports
 - Communications: John Beckhart
 - Education: Jerry Snodgrass
 - Financial Management: Rollie Spaniol
 - Legislative & Resolutions: James Todd
 - Planning: Aaron Ferguson
 - Urban Community & Conservation: Norbert Rider & Dwayne Proctor
 - Executive Director's Report: Rich Nichols
7. Area V.P. Reports
 - Area I: Jerry Snodgrass
 - Area 2: Darrell Roegge
 - Area 3: John Beckhart
 - Area 4: Norbert Rider
8. Approve December 2007 Board Meeting Minutes

9. Old Business

- ICCI Update
- NACD Annual Meeting

10. New Business

- Financial Situation
- Questions on Reports submitted in packets
- Accept written reports
- NACD Dues
- NACD Board Delegate/Board Alternate Election
- Auditor

11. Adjournment

December Quarterly Board Meeting
BOARD MEETING
December 11, 2007
Northfield Inn, Springfield, Illinois

Roll Call:

Present

Absent

Terry Davis, President, NACD Delegate
James Todd, Vice President, NACD Alternate
Aaron Ferguson, Secretary
Rollie Spaniol, Treasurer
Jerry Snodgrass, Area I VP (Also representing Council 2)

Darrell Roegge, Area II VP

John Beckhart, Area III VP
Norbert Rider, Area IV VP
Phil Fossler, Council 1

Terry Bogner, Council 2

Lee Bunting, Council 3
Larry Sterett, Council 4
Van Bitner, Council 5

Vacant, Council 6
Jim Bell, Council 7
David McCormick, Council 8
Kenneth Suslee, Council 9

Dale Jahraus, Council 10
Emery Oesch Council 11
Don Beisiegel, Council 12
Jake Klein, Council 13
Tom Anderson, Council 14
Kenny Vosholler, Council 15
Dwayne Proctor, Council 16
Richard Nichols, AISWCD
Erin Pate, AISWCD
Stacy Stremsterfer, AISWCD
Jim Nelson, AISWCD
Sarah Dillman, AISWCD

President Terry Davis called the meeting to order at 8:34 a.m.

Secretary Aaron Ferguson took roll call.

Approval of Agenda

New Business items added: Karen Steele agreement, building landscaping.
NACD Annual Meeting item added: President auction items. **Larry Sterett made a motion to approve the agenda with the additional items, seconded by Don Beisiegel, MCVV.**

Partner reports

IDOA

Division Manager Jared Thornley stated the state budget money was not at IDOA and therefore districts cannot be sent their allocations until IDOA received the money. Jared stated they have a good understanding of what the allocation amounts will be. Discussion was held on how long the vouchering process would take, Jared stated the average wait time is about six weeks. The payments would most likely be sent a quarter at a time. Steve Chard clarified that they planned to ask for two quarters to be sent in the first payment to SWCD's, but it would depend on how much funding is available from the state treasury.

Steve Chard stated yesterday in Jacksonville 100 percent of streets had debris, and Morgan County was declared a disaster area by the Governor due to a winter storm. Steve stated Winter Training was a success, 185 attended. He complimented the ISWCDEA for their hard work on making the event a success. Regional Tillage meetings would be held February 5-13, 2008. Steve stated FY 2008 cost share money would be sent soon. There is still unspent funding including FY 2006 bond fund, FY 2007 regular CPP funds, and FY 2007 bond funds, Steve asked the board members to encourage their districts to spend these funds as soon as possible. 21 project proposals had been received for special projects. Steve stated spring workshops had been reactivated in 2007, but they plan to do the workshops every other year.

NRCS

Terry Davis welcomed State Conservationist Bill Gradle, who had returned from Washington D.C. Bill Gradle stated the Farm Bill was being worked on in Washington but it was unknown when the new one would be ready. Bill stated the FY 2009 budget was being developed even though there was not a FY 2008 budget. NRCS is down 25 positions, but unlike our surrounding states, Illinois has not shut any offices down yet. Bill thanked everyone who worked with James Johnson in his absence.

FSA

Terry welcomed Jim Ross. Report on page 76.

IEPA

Terry Davis stated that Dick Breckenridge wanted him to inform the board that Delta Institute would announce Friday that a new program would be started on forestry credit. No till was at half a ton per year currently and will be moving to $\frac{3}{4}$ ton, grasslands were at $\frac{3}{4}$ ton moving to one ton and trees would be based off inventory. Terry stated AgraGate was trying to enroll producers in Illinois, but their fee is ten percent as opposed to Delta's eight percent rate.

IDNR

No report given.

ISWCDEA

Josh Joseph stated Annyce Winters was not in attendance due to the weather. Josh stated Winter Training was a success with 185 people in attendance, including 183 employees and 2 directors. Sessions were well attended and well received. ISWCDEA would be offering a scholarship for family members of employees for 2008. Dwayne Proctor asked about health claims not being paid by CMS. Debbie Holsapple stated she would cover that topic under her report.

NCDEA

No report given.

NACD

Terry Davis stated NACD President Olin Sims passed away the previous Friday in an accident on his ranch. Terry sent the Sims Family his and the AISWCD's best wishes. A memorial and a scholarship program were being developed in his memory. NACD's Vice-President, Steve Robinson was elected as the acting president of NACD until February's Annual meeting in Reno, NV. Terry asked the Financial FAC for a donation to the memorial fund in the amount of \$500. Terry stated it was the first time the NACD president has passed away during his term. Terry stated the Farm Bill was being watched by NACD. He was hopeful the bill would be approved before Christmas. The NACD Annual meeting would be held in Reno, Nevada in February, 2008. Spots were still available for attendance to the annual meeting, he asked any board members interested to contact the office to make arrangements. NACD North Central Regional meeting would be held in Chicago February 3-4, 2008 and Lake County SWCD wanted to have discussion on a water quality resolution during that meeting.

Committee Reports

Executive Committee

Terry Davis reported the committee had met the previous day. Discussion had been held on the FY 2008 budget and how AISWCD understands the financial pressure that some of the districts are under with allocations being delayed and not having a date for the funds to arrive. Terry asked board members to take the message back to districts that AISWCD is working hard on getting them informed and moving the process along. Terry stated the executive committee recommended the \$500 donation to the memorial fund of NACD President Olin Sims. **The Executive Committee made a motion to donate \$500 to a memorial for Olin Sims to be sent to NACD, seconded by Larry Sterett, MCVV.** Terry stated the NASCA meeting was a success in building and forming partnerships but not a financial success. **Terry Davis made a motion to raise salaries 3% for all employees, seconded by Jerry Snodgrass, MCVV.** **Terry Davis made a motion to approve \$300 Christmas bonuses for all employees, seconded by Larry Sterett, MCVV.**

Forestry

Terry Davis reported Dick Breckenridge spent time with the committee discussing the ICCI program. Inventory of forested lands was discussed, and the possibility of district employees working on inventory.

Auxiliary

No report given.

Insurance

Debbie Holsapple stated 83 SWCD's and AISWCD were participants in the short term disability insurance program. Debbie stated at Winter Training packets were handed out about other services and programs included in the short term disability insurance policies and the EAP program session had been attended. AISWCD was set up as a different policy from than SWCD district employees due to the difference in life insurance amounts (\$25,000 in life insurance for AISWCD employees as opposed to \$15,000.) Debbie stated the balance of the SWCD insurance account was a little over \$71,000. The premiums for CMS had not been paid for October, November, December, and CMS understood the issue of the state budget. Insurance claims would not be paid until the state Implementation Bill became law. Debbie stated the Local Government Health Program would no longer be included in the state budget, it would be operated by the director of the local government health care, therefore sweeps could no longer occur on premiums paid into the plan. At Winter Training a question was raised regarding laying off employees and their health insurance benefits. Debbie spoke with Central Management Systems and employees can be left as active employees or be put on COBRA in order for employees to retain their insurance benefits. Debbie forwarded the question to Steve Chard at IDOA for legal advice on the matter. Debbie stated employee turnover had been reduced and was no longer the issue it once had been.

Legislative

Mike Hoffman stated the budget included up to 7.5 million in grants, an increase of 1 million. Mike stated the money had not been released to districts and the situation was frustrating for all involved. Legislators were aware of the issue. The Governor's office had been difficult to get information out about the current situation. Mike fielded questions and discussion was held. Mike stated that district operation funding was not included in the implementation bill. Dwayne Proctor asked about a conference call regarding the NPDES permit fee with Doug Scott. Discussion was held.

Focus Area Committee

Communications

John Beckhart stated a representative from the Illinois Channel attended the meeting, but the committee decided to pursue other ways of communication. John reviewed the Conservation Catchall ad pricing, a major sponsor to be considered \$7,500, 1/3 ad to be sold for 1 issue at \$75, 6 issues at \$250, and 12 issues for \$450, 1/4 ad to be sold for 1 issue at \$50, 6 issues at \$175, and 12 issues at \$300, 1/16 ad to be sold for 1 issue at \$40, 6 issues at \$125, and 12 issues at \$200. Stacy Stremsterfer stated the ad pricing issue was raised after questions regarding purchasing ad space, but AISWCD would not actively pursue selling ads. **Jerry Snodgrass made a motion to approve the pricing of the ad space as stated by John Beckhart, with an amendment to change the major sponsorship minimum of \$7,500 to be at the discretion of the Executive Director and editor, seconded by Rollie, MCVV.**

Education

Jerry Snodgrass stated IDNR had grants for school teachers for field trips. Envirothon was going well and the committee planned to review an updated set of the code of conduct guidelines with winning LUC teams. Jim Nelson was the chair of the Wateruse Resolution Taskforce and was doing a great job. LUC 16 was serving as the taskforce members and they were working on lining up speakers for Summer Conference. Jerry stated letters would be sent to districts asking for sponsorship donations for the Illinois Envirothon. Discussion had been held for an ad to be placed in the Illinois Rooster. **Jerry made a motion to purchase the ad in the Illinois Rooster for \$1,055.** Stacy Stremsterfer asked Mike Hoffman if legislators use the publication, and he stated they did. **Don Beisiegel seconded the motion, MCVV.**

Financial

Rollie stated there was a thorough discussion about AISWCD dues statements being sent to districts. Dues statements would not be sent to districts until they receive their operation allocation and all districts would be considered in good standing if they paid dues in FY 2007. Rollie stated a date of not good standing would be included in the dues statement when they are sent. The President exercised his right to extend dues dates according to policy, no discussion was held.

Financial statements were reviewed. Questions were fielded by Rollie Spaniol. Discussion was held. **Don Beisiegel made a motion to approve the financial reports as submitted, Emery Oesch seconded, MCVV.**

Jerry Snodgrass made a motion to lease a postage machine with a one year maintenance plan as discussed in the Financial Management Focus Area Committee at \$60.54 a month, and AISWCD would ask the Illinois Forestry Association to pay for half, seconded by Emery Oesch, MCVV.

Rollie Spaniol stated the FY 2006 audit was discussed in the Focus Area Committee and the problems that occurred with Eck, Schafer and Punke LLP, and the Financial Management Focus Area Committee wished to seek other bids for future audits.

Discussion was held on the AISWCD mileage rate. **Rollie Spaniol made a motion to follow the mileage reimbursement rate the State uses without reexamination every time the rate increases, seconded by John Beckhart, MCVV.**

Terry Davis asked for permission to suspend AISWCD dues payments, Don Beisiegel seconded, MCVV.

Legislative

Jim Todd stated Mike Hoffman was looking for a date to hold Legislative Day. **Jim Todd made a motion to approve the budgeted amount (\$6,500) for Legislative Day 2008, seconded by Lee Bunting, MCVV.** Jim stated the committee felt the boutonnières went over well with legislators but the baskets were not as big of a hit. A legislative session was requested at Summer Conference with Mike Hoffman requested to help run the session. Discussion was held on what budget increase to ask for in the upcoming year, further discussion on unspent CPP funds from IDOA and the possible problems that could arise from not spending those funds. Steve Chard sent letters to the districts about unspent CPP and bond funds and received a positive response. **Lee Bunting made a motion to request a 3% cost of living increase, a 12-14% increase for health insurance (based on increases over the past few years), \$500,000 back to C2000 funds for a total of approximately \$1 million in operating funds, and CPP-there was \$4.2 million this year and requests should be for a 3% increase for FY09, seconded by Dwayne Proctor, MCVV.**

The legislative committee discussed HB 2421 which, if passes, would give the Corp of Engineers control over all drainage tile and prior converted wetlands. **Lee Bunting made a motion for AISWCD to send a letter to support the defeat of legislation on House Bill 2421, seconded by Jerry Snodgrass, MCVV.**

Lee Bunting made the motion to nominate Emil Jones to be the recipient of the Friend of Conservation award, seconded by Larry Sterett. Discussion was held on why he was picked, Terry Davis stated an explanation would be included in his Conservation Catchall report to why he was chosen for this award. **MCVV.**

Planning

Aaron Ferguson stated the vesper service performer, Kateena LaForge, had increased her rate from \$500 to \$582. **Motion made by Norbert Rider to hire Kateena LaForge as the vesper service performer for Summer Conference 2008, seconded by Larry Sterett, MCVV.**

Aaron stated a theme was voted upon for Summer Conference 2008 and the theme would be "Walk the Conservation Walk Without Leaving a Footprint." Cyndi Young was picked to emcee the Farm Family Banquet, and each session would have a moderator that would collect surveys and take a head count. A session would be considered on ways districts can spend CPP funds and get advice from other counties.

Urban

Dwayne Proctor said discussion was held on an Urban Conservation award, and the committee looked at what other states were doing. NACD sent information about other states award programs, Minnesota had a good award regarding urban conservation. **Dwayne Proctor made a motion to develop a Urban Conservation Award, seconded by Rollie Spaniol, MCVV.** Dwayne stated the award would be simple and would be given at Annual Meeting if sponsorship was found. Phase II of the Protecting Water Quality in Urban Centers workshops had good district participation. Dwayne mentioned the Urban Manual super meeting that was upcoming at the EPA building in Chicago.

Executive Director's Report

Rich Nichols thanked the board for their support. Rich stated there had been a lot of success in 2007 due to the board and the SWCD's. Rich mentioned the progress with the building, sign, and some possible landscaping plans. Rich stated the staff had worked very hard and locked in more grants, including \$25,000 additional funding from NRCS. Jim Nelson received a grant for updating the Illinois Urban Manual. Erin Pate has worked hard on getting additional grants. Rich stated IDOA would renew Stacy Stremsterfer's grant for the 2008 year. Rich stated his predecessor had left him in a good position and he would continue that hard work to sustain a good financial situation.

Area VP Reports

Area I

Jerry Snodgrass stated he had attended two LUC meetings and was planning on attending two to four more.

Area II

John Beckhart stated three districts in his area had partnered with a group from Champaign who were working on increasing CREP contracts by targeting landowners.

Area III

No report.

Area IV

No report.

Approve Minutes

Lee Bunting requested LIKA be changed to LICA in the second page of the minutes. **Larry Sterett made a motion to approve the September minutes as amended, seconded by Don Beisiegel, MCVV.**

Old Business

ICCI Update

Terry Davis stated he had given an update on ICCI. Rich Nichols in previous report stated the verification materials had been received in previous weeks and districts were contacted about completing verification. Rich stated there would be a fact sheet about the program developed and sent to the districts. Rich stated he was unaware of the carbon sequestration changes for no till and grassland contracts. Discussion was held on the ICCI program and changes in the requirements to participate in the program.

Resolution 2007-5

Terry stated attorney Karen Steele had submitted an agreement to the AISWCD for districts to use her services for a fee of \$60 per hour. The bill would come to AISWCD and the district would reimburse the AISWCD. A database would be kept of questions and answers from districts to prevent multiple districts from asking the same question an answer to the same questions and paying multiple times for one question, the database will be housed at the AISWCD. Terry asked for a motion to approve the agreement with Karen Steele. **Norbert Rider made the motion to approve the agreement with Karen Steele, seconded by John Beckhart.** Jerry Snodgrass requested a letter be sent to districts explaining the terms of Karen Steele's services and the database. Rich stated Boone County used the services and were quite pleased with the results. Josh Joseph asked if the database could be sent to districts after new questions had been answer, Rich stated he would post updates unless the questions were of a sensitive matter. **MCVV.**

New Business

NACD Annual meeting Auction items

Terry Davis stated in the past years two auction items were taken to the NACD Annual Meeting. **Lee Bunting made a motion to spend between \$100-\$150 per item for the State and President's auction, seconded by Don Beisiegel, MCVV.**

No questions on written reports submitted. **John Beckhart made a motion to accept written reports, seconded by Emery Oesch, MCVV.**

Landscaping

Jim Nelson displayed a presentation of landscaping plans for the AISWCD office location. Jim explained the plans that Vicki Greer, NRCS Landscape Engineer, created for the site location. The plan included Best Management Practice's for urban areas including a rain garden and a rain barrel. Jim requested to have only native plants in the rain garden. Terry asked for feedback on the plans.

Don Beisiegel made a motion to move forward with the landscaping plans if grant funds were secured for the project and that no operations funds be spent on this project, seconded by John Beckhart, MCVV.

Dwayne Proctor asked how directors who missed Quarterly Board meetings get the information that was discussed. Discussion was held. Kenny Vosholler requested Sarah Dillman send an e-mail to board members when minutes are posted on the website.

February 5th at 7:30 a.m. there will be a conference call for all board members, and the Executive Committee will hold their Mid-Executive conference call following the board conference call.

Adjournment

Don Beisiegel made a motion to adjourn, seconded by Kenny Vosholler, MCVV. Meeting adjourned at 12:24 p.m.

Association of Illinois Soil and Water Conservation Districts
4285 North Walnut Street Road
Springfield, Illinois 62707
Telephone: 217-744-3414 Fax: 217-744-3420

Executive Committee Agenda

Terry Davis, Chairman

March 3, 2008

Diamond Room

8:00-10:00 a.m.

Northfield Inn & Suites, Springfield Illinois

1. Call to order and Introductions
2. Roll Call
3. Approve Agenda
4. Committee/Taskforce Updates
 - Communications: John Beckhart
 - Education: Jerry Snodgrass
 - Director Training Task Force
 - Envirothon Task Force
 - Financial Management: Rollie Spaniol
 - Budget Task Force
 - Legislative: Jim Todd
 - Legislative Task Force
 - Insurance Task Force
 - Planning: Aaron Ferguson
 - Annual Meeting/Awards Task Force
 - C-2000 Task Force
 - Urban Community & Conservation: Norbert Rider
5. Area Vice President Reports
 - Area I: Jerry Snodgrass
 - Area II: Darrell Roegge
 - Area III: John Beckhart
 - Area IV: Norbert Rider
6. Old Business
 - Vermi
 - Building Update
7. New Business:
 - Mid-Executive Meeting date
8. Approve Minutes from December QB
9. Adjournment

**Executive Committee Meeting
December Quarterly Board
December 10, 2007
Northfield Inn & Suites - Onyx Room
8:00 a.m.**

Present

Absent

Terry Davis, President, NACD Delegate
Jim Todd, Vice President, NACD Alternate
Aaron Ferguson, Secretary
Rollie Spaniol, Treasurer
Jerry Snodgrass, Area I VP

Darrell Roegge, Area II VP

John Beckhart, Area III VP
Nobert Rider, Area IV
Josh Joseph, ISWCDEA RC Co-Chair

Annyce Winters, ISWCDEA AC Co-Chair

Richard Nichols, AISWCD
Erin Pate, AISWCD
Stacy Stremsterfer, AISWCD
Jim Nelson, AISWCD
Sarah Dillman, AISWCD

President Terry Davis called the meeting to order at 8:05 a.m.

Secretary Aaron Ferguson took roll call.

Approval of Agenda

Terry Davis asked to add the following items to the agenda; a letter from IDNR, and landscaping plans under new business, the state budget situation to Financial Management Focus Area Committee Update, and the passing of NACD President Olin Sims to new business.

John Beckhart made a motion to approve the agenda with the additions, seconded by Jim Todd, MCVV.

Committee and Taskforce Updates

Communications

John Beckhart had no updates.

Education

Jerry Snodgrass asked Stacy Stremsterfer to provide an update on from the Director Training Taskforce. Stacy Stremsterfer stated she met with Rich Nichols, Steve Chard and Mike Rahe in May in which they reviewed a proposed outline for the new director training program. They were going to take this

information back to IDOA to review and make comments/suggestions. Nothing had been received, prompting an e-mail to Mike Rahe. She stated she was waiting to hear back from IDOA their thoughts about the outline. Discussion was held on new director training and regular director training. Terry Davis stated NACD was working on developing a director training outline. The North Central Region had developed the framework for the NACD guidelines which will be discussed and up for approval at the NACD Annual Meeting in Reno, Nevada which will be held in February of 2008. NASCA was also developing a training procedure outline as well.

Jerry asked Stacy to give an Envirothon Taskforce update. Stacy stated a Envirothon session had been held at Winter Training. The Land Use Council contacts received information for the 2008 Envirothon competition. The 5th category for the 2008 Envirothon is "Recreational Impacts on Natural Resources." The 2008 Illinois Envirothon would be held May 7th and 8th. Canon Envirothon will be held at the same time as Summer Conference. Stacy stated she spoke with Rich Nichols and he agreed not to send donation requests to districts this year with the state budget situation, Rollie recommended to send the letter since some districts would be able to donate.

Jerry Snodgrass stated the Water Use Taskforce met at Land Use Council 16 with Jim Nelson in attendance. Jerry felt waiting an additional year to submit a resolution to NACD would be beneficial for the passing of the resolution until after the program had been developed in Illinois. Jim Nelson stated the Taskforce should stress to districts the need to campaign about awareness of water consumption and problems with water quality would be helpful. Jim added a meeting would be held at the DeKalb Farm Bureau for LUC 16 to inform urban areas that areas close are experiencing water shortages. Jerry hoped the meeting could expand to a Summer Conference session.

Financial Management

Rollie Spaniol stated the current financial situation is alright. Rollie planned to recommend to the Financial Focus Area Committee that we send due statements to districts but do not demand payment at the time, in order to see if AISWCD could collect payments from districts that were willing and financially able to pay dues. Jim Todd stated Steve Chard was trying to get Chuck Hartke to attend the board meeting the following day to speak about the current budget situation. Discussion was held on including information about speaking with legislators about the funding that did not get passed this year. Terry Davis stated he included information in his Conservation Catchall report about exercising his presidential right to extend dues payments until after the first of the year when funds are available to districts for them to pay their association dues. Terry stated the feedback they received from legislators showed they were shocked to learn that districts had not received their funding. Discussion was held on legislator feedback other committee members had received.

Josh Joseph stated employees asked questions at Winter Training such as, "If employees are laid off and go on unemployment if their health benefits would be affected," discussion was held on the matter. Discussion was held on how long after funds are released to IDOA would long it would take for districts to receive their allocations. Terry stated it would most likely be at least six weeks. He felt AISWCD could operate on a cash basis for three to four months and if times get worse, there is a reserve in the Funds Held account. Terry recommended not sending dues notices to some districts and not to others. Discussion was held. Norbert Rider asked for a plan for AISWCD to cut spending to show solidarity to districts.

Terry Davis asked for input on the IDOA budget and if there was any items that the committee would request be added to the budget. Terry stated the previous year AISWCD asked for an increase formally to IDOA and got a decrease instead. Terry stated the original increase amount was \$50,000, and that could have covered cost of living increases and would have shown the state that AISWCD knew the pain of the state. Discussion held with Mike Hoffman led to asking for ten percent as state revenue was going up ten percent and that was how the \$635,000 amount developed and led to requests of legislators, who agreed and the amount was passed in the budget, but the budget was still on the governor's desk. Discussion was held on program funds that were included in the budget, CPP and operations funds.

Terry informed the committee NACD President Olin Sims had passed away. Terry asked the committee to consider a monetary donation as a memorial be sent to NACD. Terry recommended a memorial in the amount of \$500. **Jerry Snodgrass made a motion to send a \$500 memorial for Olin Sims to NACD, seconded by John Beckhart, MCVV.**

Legislative

Jim Todd reported there was not much to report on regarding legislative issues other than the budget. Jim stated the Resolution 2007-4 Taskforce had met with IEPA Director Doug Scott concerning the transfer of NPDES permits. IEPA did not think it would be feasible, but were interested in finding other funding. Discussion was held on the national Farm Bill.

Rich Nichols asked Terry Davis to review with the committee the agreement between the AISWCD and Karen Steele. The AISWCD would serve as the lead contact fielding all concerns from the districts before sending them on to Karen. A database will be kept on file at the AISWCD to be used as a resource on future concerns, cutting down on repetitive work. The AISWCD will then bill the district a rate of \$60 per hour for Karen's services. Terry Davis stated the agreement would be on the agenda for the full board.

Planning

Aaron Ferguson stated the committee would meet later that day and have important discussion. Aaron asked if the C2000 Taskforce was needed, discussion was held. Terry recommended requesting a follow-up meeting of the C2000 Taskforce to see if their work was concluded.

Urban

Norbert Rider stated the group had discussed an urban conservation award to be given at Summer Conference much like the Farm Family award. Jim Nelson said a model for the award had been created with help from Kent Sims. The challenge in offering the award was to find funding and what type of award to give. Jim stated the Urban Manual Executive Committee, which included the highest level individuals from agencies they could get to participate would meet in Chicago on Monday December 17, 2007. Jim Nelson gave an update on the grant he received from the Grand Victoria Foundation. Jim stated he had been working with NRCS and other groups to develop the standards for updating the urban manual.

Area Vice President Reports

Area I VP, Jerry Snodgrass

Jerry stated he had attended LUC meetings and had a few more he planned to attend.

Area II VP, Darrell Roegge

Absent, no report.

Area III VP, John Beckhart

John stated a new development group had worked with landowners on the Sangamon River informing them of the CREP program. The program was a success with CREP enrollment up 85% in his area. Terry stated districts might have to be more proactive about contacting landowners.

Jerry Snodgrass stated districts are not as informed as they should be about the positive aspects of the ICCI program and requested a letter be sent to districts explaining the program and how to communicate the benefits to landowners.

Area IV VP, Norbert Rider

Norbert stated there was concern about health insurance claims not being paid in his area, discussion was held.

Old Business

NASCA Meeting

Terry Davis stated it had been a good opportunity to host the event for NASCA.

Building Update

Jim Nelson handed out a possible design for the landscaping of the AISWCD building location. Discussion was held on the design.

New Business

ISWCDEA Report

Josh Joseph stated winter training went very well and attendees were satisfied with the sessions.

Mileage Rate

Discussion was held on the current federal, state, and AISWCD mileage rate.

John Beckhart made a motion to pay the state rate, seconded by Norbert Rider, MCVV. The current state rate was \$0.445.

Mid Executive Meeting Date

Terry asked to set the meeting date as February 5, 2008 at 7:30 a.m. since March Quarterly Board will be held March 3-4, 2008 and the date would be before board members leave for the NACD Annual Meeting in Reno, Nevada.

IDNR Letter

Terry informed the group he received a letter requesting Rich Nichols to participate in a meeting to see if districts would participate in updating the Natural Area's Program. **Jerry Snodgrass made a motion to investigate the program, seconded by John Beckhart, MCVV.**

Approval of Minutes

Jerry Snodgrass made a motion to approve the September Executive Committee Minutes and the minutes of the Mid-Executive Conferene call, seconded by Norbert Rider, MCVV.

Terry stated he needed to hold an executive session to discuss personnel matters.

Executive Session

Jim Todd made a motion to recommend to the Financial Focus Area Committee a 3% pay increase and \$300 Christmas bonus for all employees, seconded by Norbert Rider, MCVV.

**Mid-Executive/Board Update Meeting
Conference Call
February 5, 2008
Time: 7:30am**

Board Update Roll Call:

Present	Absent
Terry Davis, President, NACD Delegate James Todd, Vice President, NACD Alternate Aaron Ferguson, Secretary	
Jerry Snodgrass, Area I VP Darrell Roegge, Area II VP	Rollie Spaniol, Treasurer
Norbert Rider, Area IV VP	John Beckhart, Area III VP
Terry Bogner, Council 2 Lee Bunting, Council 3	Phil Fossler, Council 1
	Larry Sterett, Council 4 Van Bitner, Council 5 Vacant, Council 6 Jim Bell, Council 7 David McCormick, Council 8 Kenneth Suslee, Council 9 Dale Jahraus, Council 10 Emery Oesch Council 11 Don Beisiegel, Council 12
Jake Klein, Council 13	Tom Anderson, Council 14
Kenny Vosholler, Council 15	Dwayne Proctor, Council 16
Richard Nichols, AISWCD Erin Pate, AISWCD Stacy Stremsterfer, AISWCD Jim Nelson, AISWCD Sarah Dillman, AISWCD	

President Terry Davis called the board update meeting to order at 7:38 a.m.

Roll Call was taken.

Approval of Agenda

Darrell Roegge made a motion to approve the agenda with the following amendments insurance update and financial situation update, seconded by Terry Bogner, MCVV.

Senator Emil Jones- Friend of Conservation Award Recipient

The question was raised as to why Emil Jones was chosen as the recipient of the Friend of Conservation Award. Terry Davis explained he was chosen because he allowed legislation to pass that would provide an increase in district funding when he could have stopped the legislation. Jerry Snodgrass suggested letting districts know why he was chosen, due to some negative feelings over him being selected.

Financial Situation Update

Terry Davis stated districts were told \$14,000 in operations funding was to be released. Grant agreements were sent to districts for signature and all grant agreements have been returned to IDOA. Terry Davis asked for discussion on sending a partial dues statement to districts for three percent of the \$14,000 that had been released. Discussion was held. Terry felt due to some districts financial hardship holding off on sending dues statements might be a wise idea. Terry Bogner suggested sending a weekly update to districts with information about the current financial status of allocations, even if there were no new developments in that week. Jerry Snodgrass stated he found it strange that ISWCDEA sent information to districts about the release of \$14,000 in operations to districts instead of AISWCD. Questions were raised if districts would receive additional funds this year, Terry Davis said the current approved state budget was three percent short in funding; therefore all funds released had a three percent reserve held on them. He said districts will have to wait until the State has the funds to pay district allocations before additional funds would be released to districts. He hoped once invoices reached the comptroller's office that they would be paid quickly.

Jim Todd stated he had spoke with the Executive Director, Dan Long, from the Commission on Government Forecasting and Accountability who stated the three percent reserve is agency wide throughout the state agencies and there was no answer as to why IDOA was holding a ten percent reserve on district allocations. Annyce Winters said in conversations with Steve Chard, the ten percent reserve came from the Governor's office, but it was not known where the figure actually came from. Terry Davis stated the Extension office funding was cut, in previous years, because something was said from a person associated with the Extension Office that upset the Governor's office, and Terry did not want to upset the Governor's office.

Rich Nichols stated he was working with Mike Hoffmann on speaking with districts that have democratic senators and requesting them to meet face-to-face with their leaders. Jim Todd clarified that Mike had said only democratic senators are able to communicate effectively with the governor's office. Jim Todd said most districts had spoken with their legislators regardless of party affiliation. Annyce Winters stated if some districts continue at the current pace, districts will be forced to make employees temporarily part-time in order to stretch money and stay open. Annyce said she received a letter from IDOA regarding the ISWCDEA Insurance Committee's request to suspend the thirty-seven hour per week requirement to retain health benefits, temporarily, given the financial situation. IDOA's position was suspending the hour requirement was not necessary and denied to support the request. Annyce said districts that close their doors might not ever be able to reopen. Districts are looking for information on the worse case scenarios that could arise and employees are scared and looking to ISWCDEA to clear up rumors, and answers questions. Annyce stated she has spent a significant amount of time putting out fires lately. Terry Davis stated districts might not receive CPP funds, but districts would still need to plan projects even though they might not receive the funds to implement the plans. Discussion was held.

Terry Davis asked for discussion on creating recommendations to send to districts as guidance during this difficult situation. IDOA did not want to get involved in office hour cutbacks, Terry asked if AISWCD should get involved and tell districts what they might need to do. Discussion was held, and the group felt each district was different and those decisions needed to be made by the district. Terry Bogner stated Rich Nichols, Terry Davis, or any AISWCD employees should have sent correspondence to districts offering guidance and asking about the districts financial situations, and tried to help. Terry Davis suggested items to send to districts for guidance and informational purposes: how to decrease hours, laying off an employee, and the insurance effects of cutting hours and laying off employees. Lee Bunting asked if information that will be sent to districts could also be sent to district chairmen. He stated AISWCD's job is to inform district chairmen and directors what the options are. Discussion was held on how to effectively get information to directors and chairmen. Annyce Winters stated information needed to be sent to districts regarding the options of what could happen if employees get moved to part-time or laid off. Rich Nichols stated he did not want to put such information out there due to the possibility of opening AISWCD to lawsuits. Discussion was held.

Annyce Winters asked what the Insurance Committee should do next regarding employee health insurance since IDOA did not support the temporary suspension of thirty-seven hour work weeks in order to retain insurance benefits. Discussion was held on who should make the decisions regarding employee insurance. The Insurance Committee set up the policy and procedures with Central Management Systems (CMS) and the group decided at that time thirty-seven hours was the minimum amount to be eligible for coverage. Annyce stated as long as premiums were being paid, CMS did not care about the hour requirement. The insurance committee oversees the administration of the insurance policy and they write and administer the guidelines. Discussion was held on the guidelines and requirements for insurance benefits, and long term and short term disability insurance policies. No decision was reached.

Karen Steele

Norbert Rider made a motion that AISWCD hires attorney, Karen Steele to investigate if Illinois Funds accounts could be swept by the Governor. Rich Nichols explained Illinois Funds accounts are privately held at a bank and only those with signature authority can access those funds, however, the Governor can raid Illinois Funds, but not privately held Illinois Funds accounts held by districts. Terry Davis stated once funds are deposited into district accounts, money cannot be taken, but up until the time of deposit into the bank accounts the funds can be taken. Erin Pate suggested including this information in the letter to be sent to chairmen.

Jim Todd made a motion to adjourn the board meeting, seconded by Lee Bunting, MCVV.

Mid-Executive Roll Call:

Present

Terry Davis, President
James Todd, Vice-President
Aaron Ferguson, Secretary

Jerry Snodgrass, Area I V.P.
Darrell Roegge, Area II V.P.

Nobert Rider, Area IV V.P.

Annyce Winters, ISWCDEA A.C. Co-Chair
Rich Nichols, AISWCD
Erin Pate, AISWCD
Stacy Stremsterfer, AISWCD
Jim Nelson, AISWCD
Sarah Dillman, AISWCD

Absent

Rollie Spaniol, Treasurer

John Bechkart, Area III V.P.

Josh Joseph, ISWCDEA R.C. Co-Chair

Taskforce/Focus Area Committee Updates

Legislative

Jim Todd stated a letter was sent to district chairmen and districts about Legislative Day 2008, and the event would be similar to Legislative Day 2007. Terry Davis suggested determining the talking points of the event at March Quarterly Board, and included the financial situation information and the FY 2009 budget in the white paper. Discussion was held on using the whole Legislative Day event to have districts spend one-on-one time with their legislators instead of having an overview as was done last year. Terry Davis asked for the price of the meals for this year's event, Erin Pate stated the meal would be approximately \$14.90 plus eighteen percent service charge. Rich Nichols stated Scott County SWCD spoke with Senator Sullivan and the Senator had been unaware of the district funding situation, leading to Mike Hoffmann's request that all districts with democratic senators meet with them to discuss the financial situation. Rich Nichols stated Mike had contacted districts asking them to meet with their democratic senators.

NPDES Taskforce

Rich Nichols stated the taskforce met and had good representation from the northern counties. Discussion was held at the meeting on site inspections, and how permit fees to districts were handled.

Farmland Protection Taskforce

Rich Nichols stated there was good representation of members, and Steve Black from Madison County SWCD did a good job chairing the taskforce. A list was made of goals to complete over the next one to three years. The group hoped to develop a program for the general assembly to consider. The next meeting will be held in Bloomington, in late March.

Annual Meeting

The current financial status of SWCD's created concern that districts might not attend Summer Conference. Terry Davis stated Erin Pate contracted him and she spoke about the concern with the Hilton hotel. Erin Pate said she went through the contract with the hotel to see the ramifications of canceling the contract for 2008, and possibly 2009, and what would the associated costs be

for decreasing sleeping room and meal counts. Erin asked the hotel what ramifications would be associated with decreasing the levels of sleeping rooms and meals by 25% and 50%, the hotel stated they would decrease the numbers at no additional cost as long as it was done three months prior to the event. Canceling the 2008 contract would cost approximately \$19,000 and canceling the 2009 contract would cost approximately \$10,000.

Forecast

Terry Davis stated he requested Sarah Dillman create a "doomsday budget" in case districts can not pay dues this year. Terry stated there Sarah updated the original budget with an additional \$73,000 that was received from grant agreements. Terry stated AISWCD could financially support itself without having to ask districts to bail them out for a short time.

Area Vice President Reports

Area I- Jerry Snodgrass stated the Water Quality/Quantity Taskforce consist LUC 16 members and they plan to hold a general session at Summer Conference.

Area II- No report.

Area III- No report.

Area IV- No report.

Old Business

Phase II Protecting Water Quality in Urban Centers Grant

Erin Pate stated nine grant proposals were received. The Advisory committee is scheduled to meet February 7th to approve or deny applications and financial agreements for those approved would be sent following the meeting so projects could being March 1, 2008.

NACD Annual Meeting

Eight AISWCD reps will attend the NACD Annual Meeting in Reno, Nevada in February. Terry Davis stated the Treasurer of NACD was set to become President for a year, to fill in for President Olin Sims, who had recently passed away. Terry Davis submitted his name to fill a vacancy on the North Central Region Executive Committee.

Auditor Bids

Rich Nichols stated AISWCD requested bids from several auditing companies. Erin Pate, Sarah Dillman, and Rich Nichols met with a representative from Cowan, Epperson & Associates. Rich felt comfortable with auditor and the services he would provide. Rich asked the committee to make a decision whether to stay with the current auditor, Eck, Schafer, and Punke or accept the bid from Cowan, Epperson & Associates. **Jerry Snodgrass made a motion to accept the bid from Cowan, Epperson & Associates.** Questions were raised about the need to switch auditors; Sarah Dillman explained the difficulties with Eck, Schafer, and Punke the previous year. **Norbert Rider seconded the motion, MCVV.** (Item will go before AISWCD board at March Quarterly Board)

New Business

Driveway

Jim Nelson stated he had met with John Reed from the Readimix Corporation, and Readimix was seeking donations from companies for the materials and excavation of the project at the AISWCD office. Rich Nichols was working with LICA to have excavation services donated. Jim Nelson had a lead on getting pavers donated since IEPA requested to have two different materials included in the driveway project. IEPA had found \$82,000 to fund the project, with a completion date of September 1, 2008.

Dues Statements

Item covered in board meeting.

Summer Conference Funding Challenges

Item covered in board meeting.

Ag Legislative Day Item

Stacy Stremsterfer stated discussion of getting water droplet stress balls to include in the Ag Legislative Day baskets had occurred, but with the current financial situation they might not be necessary. Terry Davis felt continuing that boutonnières for AISWCD Legislative Day 2008 was more important.

FDC Enterprises- Recap of Ohio Visit

Jim Todd, Rich Nichols, and Jim Nelson recently flew to Ohio to meet with FDC Enterprises. Jim Todd stated the first year stands seen on the visit to FDC Enterprises in Ohio were impressive. Rich gave a background on how AISWCD was contacted by FDC Enterprises, a grass planting corporation, and how they would like to develop a partnership with AISWCD. The proposal, in which, AISWCD would administer the program in Illinois and work with districts, which would work with local land owners and offer FDC Enterprises services to complete grass planting as well as the current methods of planting currently being offered. The program would work very similar to the ICCI program, the company would come into the state and fulfill the contracts periodically. The AISWCD would receive \$25 an acre with the program, and districts would receive \$10 an acre as a performance fee. Rich stated the company would be at the NACD Annual Meeting and wanted to meet with AISWCD representation. Jim Nelson asked the FDC how much extra staff time would be needed to administer the program, and they felt at least a part-time employee would be needed. Jim Nelson was concerned the company might hinder local company's business but the company produced very successful results. Discussion was held.

C-Far Delegate

Terry Davis asked Aaron Ferguson to represent AISWCD at C-Far's Annual Meeting, on February 12, 2008 at the Northfield Inn and Suites in Springfield. Aaron agreed.

NACD Representatives

Rich Nichols stated at December Quarterly Board, NACD representatives were not elected. **Aaron Ferguson made a motion to approve Terry Davis as**

NACD Board Member and Jim Todd as NACD Board Alternate until March Quarterly Board, seconded by Jerry Snodgrass, MCVV.

NACD Dues

Terry stated NACD dues are not due until September, therefore the discussion would be tabled until March Quarterly Board.

Terry Davis stated the financial problems would most likely worsen next year and discussion will need to occur on what position AISWCD wishes to take. Discussion was held on how far behind the Comptroller's office is in processing payments. Discussion was held on how some districts might have become too reliant on IDOA funding and have not explored additional funding sources.

Meeting adjourned at 11:15 a.m.

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Communication Focus Committee Agenda

John Beckhart, Chairman

March 3, 2008

1:00-3:00 p.m.

Diamond Room

Northfield Inn & Suites, Springfield Illinois

1. Call to order and Introductions
2. Roll Call
3. Approve Minutes of December Meeting
4. Approve Agenda
5. Old Business
6. New Business
7. Adjournment

**Communication Focus Area Committee Minutes
December Quarterly Board
Northfield Inn
John Beckhart, Chairman
December 10, 2007**

Present:

Lee Bunting
Sarah Dillman
John Beckhart
Phyllis Mace
Rich Nichols
Norbert Rider

Absent:

Mark Besse
Van Bitner
Dick Breckenridge
Jody Christiansen
Chris Davis
Terry Davis
Amy Ishmael
Ken Kesler
John Maudlin
David McCormick

Chairman John Beckhart called the meeting to order at 1:03 p.m. John thanked Lee Bunting for serving as chair at the September Quarterly Board Communications Focus Area Committee meeting in his absence.

Approval of Minutes

Lee Bunting made a motion to approve the September Communications Focus Area Committee meeting minutes, seconded by Norbert Rider, MCVV.

Sarah Dillman completed roll call.

Illinois Channel

John Beckhart introduced Phil Zeni from the Illinois Channel. Phil Zeni gave a background on the Illinois Channel. Phil passed informational packets out to the committee and stated the viewing audience of the Illinois Channel is almost identical of CSPAN's audience. Phil stated commercials only run about two minutes per hour on the Illinois Channel as opposed to twenty minutes for regular commercial television. Phil stated the financial commitment needed to be locked in before rates increase on January 1, 2008. Discussion was held on the Illinois Channel and Phil Zeni fielding questions.

Phil Zeni exited the meeting and discussion was held on the Illinois Channel proposal. The committee decided not to pursue a contract with the Illinois Channel.

New Business

Conservation Catchall

Stacy Stremsterfer asked the committee to look at pricing and spacing requirements for selling ads in the Conservation Catchall. Discussion was held on the size of ad space to offer. The group determined to offer ad size for 1/3, 1/4, and 1/16 (or a business card.)

Norbert Rider made a motion to sell a 1/3 ad for 1 issue for \$75, 6 issues for \$250, and 12 issues for \$450, seconded by Lee Bunting, MCVV.

Lee Bunting made a motion to sell a 1/4 ad for 1 issue for \$50, 6 issues for \$175, and 12 issues for \$300, seconded by Norbert Rider, MCVV.

Lee Bunting made a motion to sell a 1/16 (or a business card size) ad for 1 issue for \$40, 6 issues for \$125, and 12 issues for \$200, seconded by Norbert Rider, MCVV.

Summer Conference Sessions

John Beckhart stated he was going to try and get AM 580 Market Outlet to attend the Summer Conference. Discussion was held on the ICCI session that was recommended by the Planning Focus Area Committee and further discussion was held on the ICCI program.

Lee Bunting suggested a session on water quality and urban construction site monitoring and the NPDES. The Mahomet Aquifer Consortium was also discussion as a possible session topic. Phyllis Mace suggested a session on invasive species.

Rich Nichols stated Paige Buck from NRCS gave him information on local workgroups. Discussion was held on the topic.

Lee Bunting asked the committee for feedback as to why some districts have trouble spending CPP dollars. Phyllis Mace stated timing of when funds were received was the problem but now that districts have two years to spend the funds, that is more than enough time. Discussion was held on IDOA's concerns about the spending of CPP funds.

John Beckhart asked for an update on the website. Sarah Dillman explained Stacy Stremsterfer had worked with the designer and the new site would be up and running before the end of the year.

Lee Bunting made a motion to adjourn, Norbert Rider seconded, MCVV. Meeting adjourned at 2:31 p.m.

Education Focus Committee Agenda

Jerry Snodgrass Chairman

March 3, 2008

1:00-3:00 p.m.

Emerald Room

Northfield Inn & Suites, Springfield Illinois

1. Call to Order
2. Approve Agenda
3. Roll Call
4. Approve December minutes
5. IDNR Report
6. IDOA Report
7. NRCS Report
8. Director Training Taskforce Update
9. Envirothon Taskforce Update
10. Water Use Taskforce Update
11. McKibben Scholarship
12. 2008 Soil Stewardship
13. Old Business
 - a. Local Work Group Letter
 - a. Summer Conference
14. New Business
15. Adjournment

Education Focus Area Committee Minutes

December Quarterly Board
December 10, 2007 - Northfield Inn
Jerry Snodgrass, Chairman

Present:

Don Beisiegel
Paige Buck
Sue Davis
Valerie Kenner
Terry Bogner
Marty McManus
Jim Nelson
Rollie Spaniol
Jerry Snodgrass
Jim Todd
Josh Joseph
Dwayne Proctor
Stacy Stremsterfer

Absent:

Dale Jahraus
Duane Snow
Debbie Ruff
Charla Coombe
John Maudlin

Chairman Jerry Snodgrass called the meeting to order at 1:00 p.m.

Roll call was completed and introductions were done for those present.

Approval of Agenda

Agenda was approved with the addition of NACD urban conservation inventory under new business and local workgroups under NRCS Report.

Approval of Minutes

Don Beisiegel made a motion to approve the September Quarterly Board Education Focus Area Committee Minutes, seconded by Dwayne Proctor, MCVV.

INDR Report

Valerie Kenner reported that INDR now has podcasts available through the I-tunes store and are adding smart board activities to their website. The IL Biodiversity Field Trip grant deadline is January 31st which is a \$500 grant available to teachers. IDNR is also planning to have *Earth Day at the Parks* at twenty-five state parks across Illinois.

IDOA

Marty McManus reported information will be going out to SWCDs to gather data for the Illinois Conservation Partnership Annual Report. He's region is also piloting a regional Chairmen meetings which will be held on January 3rd. If the meetings deems valuable they will be implemented across the state.

NRCS

Paige Buck reported Bill Grade returned back from Washington D.C. and stated the CSP was moving ahead in the Lower Cache. Packets were passed out concerning Local Workgroups. Discussion was held on how we could help SWCDs get these meetings accomplished at the local level throughout Illinois. **Motion made by Dwayne Proctor and seconded by Don Beisiegel for Paige Buck, Joe Bybee and Stacy Stremsterfer to form a letter from their agencies to the SWCDs concerning the importance of completing local workgroup meetings. MCVV.**

Director Training

Stacy Stremsterfer reported that the AISWCD is currently working with IDOA to get new director training setup for the upcoming year.

Envirothon Taskforce Update

Terry Bogner reported that a taskforce meeting was held on November 6th that addressed the insurance/liability questions, IL Envirothon Rules and Regulations, and newly developed policies. Stacy Stremsterfer asked how the group felt about sending out letters to SWCDs for sponsorships to the Envirothon program; seeing how SWCDs still to this date have not heard anything concerning their allocations. It was noted that last years sponsorships' from SWCDs totaled \$4,100. All funds raised go straight to the Envirothon program and do not pay any salary for the coordinator position. **Motion made by Rollie Spaniol and seconded by Terry Bogner to send out letters to SWCD asking for donations to the Illinois Envirothon program if they are able. MCVV.** Josh Joseph stated that after discussion at their ISWCDEA meeting, they will be giving \$500 to the program. There was discussion held concerning corporate sponsorships for the Illinois Envirothon. It was also reported that there will be 3 regional meetings for Land Use Council Contacts to attend to receive new resource material and to go over information the winning team needs to compete at the Illinois Envirothon.

Water Use Taskforce Update

Jim Nelson stated this taskforce was formed to address Resolution 2007-2. He attended the LUC 16 meeting (December 6th) and had a brainstorming session with them since they sponsored the resolution. The ideas from the session were discussed.

Review McKibben & Teacher of the Year

The group decided there would be no changes made to the applications. Don Beisiegel, Josh Joseph, Rollie Spaniol and Paige Buck volunteered to serve on a committee to review the McKibben Scholarships in May. Discussion was held on how to gain more interest in the scholarship.

2008 Soil Stewardship

More information on this year's theme "Water is Life" can be found on NACD's website and everyone needs to work on promoting this in their SWCD.

New Business

Discussion was held on what information the group would like to have included in the ad for the 2008 Legislative Roster issue of the Illinois Issues magazine. **Motion by Dwayne Proctor and seconded by Terry Bogner to tie water quality/quantity into the ad for the 2008 Legislative Roster, AISWCD legislative day, Ag Legislative Day and general session for summer conference. MCVV.** A sheet was passed around with ideas for sessions at summer conference. A session on workgroups was suggested but might be too late to be effective.

Old Business

Jim Nelson updated the group on the Grand Victoria grant the AISWCD has received to update the Illinois Urban Manual.

Adjournment

Don Beisiegel made a motion to adjourn, seconded by Rollie Spaniol, MCVV.

Minutes taken by Sue Davis, typed by Stacy Stremsterfer.

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Financial Management Focus Committee Agenda

Rollie Spaniol, Chairman

March 3, 2008

3:00-5:00 p.m.

Diamond Room

Northfield Inn & Suites, Springfield Illinois

1. Call to Order
2. Approve Agenda
3. Roll Call
4. Approval of Minutes from December Quarterly Board
5. Review Financials
6. SWCD Insurance Account Update: Debbie Holsapple
7. New Business
8. Old Business
9. Adjournment

**Financial Management Focus Area Committee Minutes
December Quarterly Board
Northfield Inn
Rollie Spaniol, Chairman
December 10, 2007**

Present:

Terry Davis
Sarah Dillman
Debbie Hoslapple
Dale Jahraus
Bob McLeese
Emery Oesch
Erin Pate
Jerry Snodgrass
Rollie Spaniol
Stacy Stremsterfer
Kenny Vosholler

Absent:

Lee Bunting
Judy Cordier
Phil Fossler
David McCormick
Rich Nichols
Annyce Winters

Chairman Rollie Spaniol called the meeting to order at 3:10 p.m.

Sarah Dillman kept roll call.

Approval of Agenda

Sarah Dillman asked to add postage machine and dues invoices under New Business. Rollie Spaniol stated he wished to add bills under New Business.

Sarah Dillman completed roll call.

Approval of Minutes

Emery Oesch made a motion to approve the September Quarterly Board meeting minutes, seconded by Jerry Snodgrass, MCVV.

Formation of New Taskforces

No new taskforces needed to be formed. Erin Pate asked for discussion on the Budget Taskforce and explained changes would need to be made to the FY 2008 budget and asked for a conference call after the state budget was finalized. **Jerry Snodgrass made a motion to have the Financial FAC serve as the Budget Taskforce, seconded by Kenny Vosholler, MCVV.**

Review Financials

Rollie stated the financials proved AISWCD to be in good shape. Discussion was held on the current state budget situation and when districts might get their allocations. Discussion was held on borrowing funds for the general fund account from the Foundation if need be or borrowing from the Funds Held account held through Farm Credit Services. **Dale Jahraus made a motion to approve the financials, seconded by Kenny Vosholler, MCVV.**

SWCD Insurance Account Update

Debbie Holsapple stated the balance was a little over \$71,000 in the insurance account and CMS has not been paid October, November, or December premiums, therefore CMS was not paying claims for employees. Debbie had spoke with CMS and they are aware of the situation. Debbie stated the check to cover employee workers compensation insurance payment made by the account had taken decreased the account balance and therefore and interest income was not as much as in the past.

New Business

Summer Conference Sessions and Speakers

None.

McKibben Schlorship

Rollie Spaniol stated the Education FAC held discussion on the scholarship amount. Rollie recommended a scholarship of \$500 since the interest income was \$732. Discussion was held on providing a larger scholarship.

Kenny Vosholler made a motion to approve the \$500 McKibben scholarship, seconded by Dale Jahraus, MCVV.

Auditor

Erin Pate and Sarah Dillman informed the committee problems occurred with the auditor from Eck, Shafer, and Punke. The committee recommended bids be sought out for other auditors. **Emery Oesch made a motion to have Erin Pate seek audit bids for the AI SWCD and Foundation, and once the bids were gathered to have the executive committee determine which auditor to use for the FY 2007 audit, seconded by Dale Jahraus, MCVV.**

Conservation Catchall

Sarah Dillman explained the recommendations of the Communication FAC. Discussion was held on the major sponsorship recommendation of \$7,500 for a 1/3 page ad to be placed in the Conservation Catchall as add on value. **Dale Jahraus made a motion to change the wording of major sponsorship to say "at the desegregation of the Executive Director and editor for ad space as add on value" instead of \$7500 as recommended by the Communications FAC, and accept the pricing recommendations of the Communications FAC, seconded by Jerry Snodgrass, MCVV.** (Ad prices recommended 1/3 page ad for 1 issue for \$75, 6 issues for \$250, and 12 issues for \$450. 1/4 page ad for 1 issue for \$50, 6 issues for \$175, and 12 issues for \$300. 1/16 page (or a business card size) ad for 1 issue for \$40, 6 issues for \$125, and 12 issues for \$200.)

The executive committee recommended sending a \$500 memorial to NACD in remembrance of NACD President Olin Sims who passed away the previous week. **Jerry Snodgrass made a motion to approve the memorial, seconded by Kenny Vosholler, MCVV.**

Mileage rate

The current state mileage rate was \$0.445 and the federal rate at the time was \$0.485 but would increase to \$0.505 on January 1, 2008. The executive committee recommended reimbursing mileage at the state mileage rate. Rollie Spaniol asked for discussion if we should adopt the state or federal mileage rate to follow. **Kenny Vosholler made a motion to follow state mileage reimbursement rates and to add the policy to the policy manual, seconded by Emery Oesch, MCVV.**

Illinois Rooster Ad

Stacy Stremsterfer gave a background on the ad in the Illinois Issues Rooster of Government Officials. **Kenny Vosholler made a motion to approve the purchase of the ½ page ad for the 2008 Illinois Issues Rooster of Government Officials at the price of \$1055, seconded by Jerry Snodgrass seconded, MCVV.**

Personal Matters

Rollie stated the recommendation of the executive committee was to give a \$300 Christmas bonus to all AISWCD employees and a 3% pay increase in salary to all AISWCD employees. **Dale Jahraus made a motion to give all AISWCD employees a \$300 Christmas bonus and a 3% increase in salary, seconded by Emery Oesch, MCVV.**

Postage machine

Sarah Dillman explained the current AISWCD postage machine was not properly imprinting postage and the lease was month to month with the machine. Sarah explained she received two bids for a new postage machine lease, one from Watts, and one from Pitney Bowes. **Jerry Snodgrass made a motion to accept the Watts postage machine proposal and ask the Illinois Forestry Association to pay half of the postage machine monthly lease fee and to purchase a one year maintenance agreement, seconded by Dale Jahraus, MCVV.**

Due Statements

Rollie Spaniol stated Terry Davis recommended not sending dues statements, but Rollie suggested sending the dues statements and asking the districts that can pay to pay and those who can't to pay when they receive their allocations. Dale Jahraus suggested that districts pay dues one month after allocations are received. **Jerry Snodgrass made a motion to send out due statements based on FY 2007 allocations to all SWCD's, and despite if they paid or not, they would be considered in good standing if they were the previous year.** Discussion was held. **Rollie declared the motion failed for lack of a second.**

Adjournment

Meeting adjourned at 5:05 p.m.

*Association of Illinois Soil and Water Conservation Districts
4285 North Walnut Street Road
Springfield, Illinois 62707
Telephone: 217-744-3414 Fax: 217-744-3420*

Forestry Committee Agenda

March 3, 2008

2:00-3:00 p.m.

Crystal Room

Northfield Inn & Suites, Springfield Illinois

1. Call to order
2. Roll Call
3. Approval of December minutes
4. Updates
 - A. Forestry Herbicide Workshop
 - B. Tree I.D. Workshop
 - C. I.F.A.
 - D. N.R.C.S. Training workshops
5. Advisor Report
 - A. I.D.O.A.
 - B. D.N.R.
 - C. N.R.C.S.
 - D. I.P.W.A.
6. Old Business
7. New Business
8. Adjournment

*Association of Illinois Soil and Water Conservation Districts
4285 North Walnut Street Road
Springfield, Illinois 62707
Telephone: 217-744-3414 Fax: 217-744-3420*

Legislative Focus Committee Agenda

James Todd, Chairman

March 3, 2008

3:00-5:00 p.m.

Emerald Room

Northfield Inn & Suites, Springfield Illinois

1. Call to Order
2. Approve Agenda
3. Roll Call
4. Approval of Minutes
5. Resolution Actions
 - a. Resolution 2007-3
 - b. Resolution 2007-4
6. Partner Reports
7. Task Force Update
8. Legislative Update: Mike Hoffmann
9. New Business
 - a. Financial Situation
10. Old Business
11. Adjournment

Legislative Committee Meeting Minutes
AISWCD Quarterly Board
December 10, 2007

Members Present:

Lee Bunting
Aaron Ferguson
Jake Klein
Larry Sterett
Jim Todd
Tom Anderson
John Beckhart

Advisors Present:

Sue Davis
Rich Nichols

Chairman Jim Todd called the meeting to order. The following were added to the agenda under NEW BUSINESS-Illinois Roster, Clean Water Act legislation. A motion was made by Aaron Ferguson and seconded by John Beckhart to add to the agenda, motion carried. A motion was made by Lee Bunting and seconded by Larry Sterett to approve the September 2007 minutes as presented, motion carried.

Reviewed Resolutions:

- 2007-3-Farmland & Open Space Protection-Steve Black & Rich Nichols have 16 or 17 names for the Task Force. A meeting has been set for January 14, 2008 at Illinois Dept. of Ag. They will get acquainted and go over responsibilities of the Task Force. They are looking for home builders, realtors, and county zoning officials to be on the Task Force. Will report at the March Quarterly Board meeting.
- 2007-4-Proposed Resolution to Direct NPDES Permit Fees to the IEPA-Had a Task Force meeting on October 23, 2007 with Doug Scott, Marcia Wilhite, Toby Frevert, Bruce Yurdin, Chris Davis, Jim Todd, Mike Hoffmann, Shannon Allen, Rick Macho, and Rich Nichols. There is no new meeting date set. They plan to expand and include District personnel from Northern Districts in Illinois. Decided not to pursue legislation to keep permit fees from being swept.

No Partner Reports.

Task Force Update-The date for the Legislative Breakfast/Day will be chosen by Mike Hoffmann, it was decided to do flower boutonnières and use the same location if available. No baskets for this year. They will talk with Mike soon to get the date set. It was discussed when Easter week is this year and to stay away from that in 2008 as legislators would be on Spring break around this time.

Legislative Update-Mike Hoffmann was absent. There was discussion about the email that Mike sent out.

NEW BUSINESS

Summer Conference Sessions-It was decided to possibly have a Legislative session again at Summer Conference. We should invite a couple of legislators, Mike Hoffmann to talk, etc. The following were mentioned as possible legislators to invite: Rich Meyers, Tom Cross, John Sullivan, Gary Hannig, Rep. Debbie Halverson, Senator Frank Watson, and others. A topic that was discussed was "How to Approach Legislators".

State Budget-IDOA is working on FY09 budget. A motion was made by Lee Bunting and seconded by John Beckhart to ask for the following for FY09.

1. 3% Cost of Living Increase.
2. 12-14% increase for health insurance (based on increases over the past few years).

3. \$500,000 back to C2000 funds for a total of approximately \$1 million in operating funds.
 4. CPP-there was \$4.2 million this year and requests should be for a 3% increase for FY09.
- After discussion, motion carried.

OLD BUSINESS

Illinois Roster-The ad for this year is \$1,055.00 and a decision needs to be made by January 31st. It was discussed to tie in water and water quality with the ad this year and possibly have more pictures that might include employees, urban pictures, etc. Larry Sterett made a motion, seconded by Jake Klein to go ahead with the ad for \$1,055.00, motion carried.

Amendment to Clean Water Act-Lee Bunting discussed this and he stated if this is passed the Corp of Engineers will have control of all waters which would include control of drainage tile, prior converted wetlands etc. It is HB 2421. A motion was made by Lee Bunting and seconded by John Beckhart for the AISWCD to write a letter to support the defeat of this amendment and this letter should be sent to Jerry Costello, Dan Lipinski, and Tim Johnson, motion carried.

Friend of Conservation Award – It was discussed to present this award to Emil Jones.

A motion was made by Larry Sterett and seconded by Lee Bunting to adjourn, motion carried.

Submitted by: Sue M. Davis
AC, Christian County

*Association of Illinois Soil and Water Conservation Districts
4285 North Walnut Street Road
Springfield, Illinois 62707
Telephone: 217-744-3414 Fax: 217-744-3420*

Planning Focus Committee Agenda

Aaron Ferguson, Chairman

March 3, 2008

1:00-3:00 p.m.

Jade Room

Northfield Inn & Suites, Springfield Illinois

1. Call to Order
2. Agenda Approval
3. Roll Call
4. Approve Minutes
5. Partners Updates
 - IEPA
 - NRCS
6. Task Force update
 - Annual Meeting & Awards Taskforce
 - Building Taskforce
7. Update on formation of Operational Policy for task forces
8. Formation of additional task forces
9. New Business
10. Old Business
11. Adjournment

Planning Focus Area Committee Meeting
Monday, December 10, 2007
Northfield Inn, Springfield-Illinois

Committee Members Present:

Aaron Ferguson, Chairman
Tom Anderson
Ruth Book, NRCS
Chris Davis, IEPA
Jake Klein
Emery Oesch
Erin Pate, AISWCD
Jannifer Powelson, Advisor
Kenny Vosholler
Debbie Holsapple, Advisor

Chairman Aaron Ferguson called the meeting to order at 1:05 p.m.

A motion to approve the agenda with the addition of partner's reports was made by Tom Anderson; seconded by Kenny Vosholler. MCVV.

Roll call sheet was passed around.

A motion was made by Tom Anderson to approved the September 2007 minutes of the Planning Focus Area Committee; Kenny Vosholler seconded. MCVV.

NRCS Report: Ruth Book reported on behalf of NRCS. Ruth reported on the following: the contribution agreement deadline is March 31st; NRCS is still working off a continuing budget that is set to expire December 14th, 2007; January 25th is the next EQUIP cut off date. Ruth also gave a quick update on the landscape design completed for the AISWCD office.

IEPA Report: Chris Davis reported o behalf of EPA. Chris reported on the following: the 319 pervious pavement application has been sent to USEPA for approval; the 319 application deadline is August 1, 2008; applications for watershed planning must be comprised of the 9 elements set by EPA and that staff involved in the application must approve their commitment to the plan before applying; phase II workshops were completed last week for the Protecting Water Quality in Urban Centers grant and applicationd are due January 15th, 2008.

Annual Meeting & Awards Taskforce Report: Erin Pate reported that the taskforce met earlier this morning and discussed a theme for the 2008 conference, possible sessions, auctioneers, vesper service, Monday evening activities, and changes for the layout of the 2008 conference.

Building Taskforce: Aaron Ferguson passed out a copy of the landscape design for the AISWCD office.

There were no new taskforces that were formed and no Summer Conference session ideas were brought up.

A motion was made by Kenny Vosholler to adjourn, Jake Klein seconded motion. MCVV.

C-2000 Task Force
January 23, 2008
Minutes

Present:

Pam Peter - Adams SWCD
Kyle Embry- Jo Daviess SWCD
Jannifer Powelson Stark SWCD
Mike Rahe – IDOA BLWR
Rich Nichols – AISWCD
Phyllis Mace - SWCD

Chairman Phyllis Mace called the meeting to order at 8:30 a.m.

The committee met by teleconference, and reviewed the survey report. The results are enclosed in this report.

Mike Rahe stated that by adding the “non-traditional practices to the docket they have received about 20 requests for special projects to be done. More are still coming in.

Mike stated that we now have 33 certified NMP employees. Training is still going on for those that need the training.

The comment was made, that it is discouraging not to be able to let our customers know if we are going to receive funding and when we are going to get the funding to put practices on the ground.

Pam stated that we need to get through 2008, and if we need to make changes, then that would be the time to make them.

Kyle also stated that once we get the funding for 2008, we can see what the real issues are and make changes in 2009. We also need to bring up these issues at our Land Use Council Meetings, in particular the issue of IDOA being able to transfer funding between districts.

Rich Nichols made a suggestion that we develop an action item from the task force to continue looking in to the transfer of funding between districts.

Action Item:

Kyle Embry made a motion that we recommend to the Association of Illinois Soil and Water Conservation Districts to continue looking for ways to transfer funding from one district to another. Second by: Jannifer Powelson. Motion carried.

Kyle Embry suggested that we need to keep making the important issues stand out so we can make a difference.

Mike stated that we should continue and look for more ways that we can improve, and make changes as we go. Mike stated that we should be ready to spend the money as soon as we get it.

There are still requests that are not being addressed at this time. Transfer of money between districts and making ponds eligible for cost-share assistance.

It was discussed that NRCS staffing is another issue that may be a problem for some districts, also the fact that NRCS is using a flat rate compared to our cost average. What kind of flexibility do we have?

The committee felt, that it would be beneficial to keep the group together to meet once a year or more if needed. The group will meet again on June 2, 2008 at 11:30 at Qt. Boards. Kyle asked for a list of what is being requested for special projects sent out to each committee member. Mike stated that he has been putting the list together of suggestions and will send.

Kyle Embry made a motion to adjourn the meeting, seconded by: Pam Peter, Motion carried.

Annual Meeting & Awards Taskforce Agenda

Aaron Ferguson, Chairman

March 3, 2008

10:00 a.m.

Jade Room

Northfield Inn, Springfield, IL

1. Call to Order
2. Agenda Approval
3. Roll Call
4. Approve minutes from September Q.B.
5. IDOA Update
6. Auxiliary Update
7. Old Business
 - a. Sessions (see list and agenda)
 - b. Ghost Walk-by Garrett Moffit? OR Not offer anything and have free time?
 - i. Ranked 3rd best attraction in Springfield by the New York Times
 - ii. 12 block walk
 - iii. No transportation need
 - iv. No less than 1.5 hours
 - v. Original cost is \$12/person but he has discounted to \$8/person.
 - vi. Can accommodate entire group (break into 150 people groups-they have PA systems)
 - c. IEPA Piggyback 24 hr Conference
 - d. Auctioneer Update
8. New Business
 - a. 60th Annual Meeting
 - b. Financial Status
9. Adjournment

Annual Meeting & Awards Task Force
Monday, December 10, 2007
Northfield Inn, Springfield-Illinois

Committee Members Present:

Aaron Ferguson, Chairman
Terry Bogner
Jake Klein
Kenny Vosholler
Colleen Bogner, Auxiliary Advisor
Jean Churchill, IDOA Advisor
Josh Joseph, ISWCDEA Advisor
Richard Nichols, AISWCD Advisor
Chris Davis, IEPA Advisor
Lee Bunting
Emery Desch
Erin Pate, AISWCD
Jannifer Powelson, Advisor

Chairman Aaron Ferguson called the meeting to order at 10:15 a.m.

A motion to approve the agenda was made by Jake Klein; seconded by Kenny Vosholler. MCVV.

Roll call sheet was passed around.

A motion was made by Emery Desch to approve the September 2007 minutes of the Annual Meeting & Awards Taskforce; Terry Bogner seconded. MCVV.

IDOA Report: Jean Churchill reported that IDOA will be discussing session ideas.

Auxiliary Report: Colleen Bogner stated that she is not sure if the Auxiliary will have a report this Quarterly Board due to a lack of attendance.

2008 Theme: Themes that had been submitted for the 2008 Summer Conference were reviewed. A motion was made by Jake Klein to pick "Walk the conservation walk without leaving a footprint" as the 2008 Summer Conference theme; Terry Bogner seconded the motion. MVCC.

New Business: General session speakers were discussed and will be reviewed at the next meeting.

A motion was made by Lee Bunting to request that Cyndi Young be the MC for the Farm Family Banquet at the 2008 conference; Jake Klein seconded the motion. MCVV.

Sessions for the 2008 conference were discussed and gone through. A more complete list will be formed by Erin Pate and will be sent out after the next ISWCDEA meeting to the taskforce.

IEPA Report: Chris Davis requested that the committee support her request to have a follow-up piggy back conference on water quality issues after the Summer Conference meeting that would concentrate on the more urban counties. The committee supported this idea but felt there may be a way to combine everything into one conference. Chris will review the list of sessions compiled and this will be discussed at the March meeting.

Discussion was held on auctioneers for the 2008 conference. A motion was made by Kenny Vosholler to invite Jim Sacia, John Sullivan and Kenni Crane to be our auctioneers at the 2008 conference; Emery Oesch seconded the motion. MCVV.

A motion was made by Lee Bunting to approve hiring Katenna LeForge as our Vesper Service during the Farm Family Banquet at the cost of \$582.00; Jake Klein seconded the motion. MCVV.

A discussion was held as to whether or not to provide an activity for Monday evening and what the options would be. This issue has been tabled until next meeting.

A review of the 2007 agenda was taken in comparison with the 2008 agenda. No changes were made.

A motion to adjourn was made by Jake Klein and seconded by Kenny Vosholler. MCVV.

Association of Illinois Soil and Water Conservation Districts
4285 North Walnut Street Road
Springfield, Il 62707
Phone (217) 744-3414
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Urban and Community Conservation Focus Area Committee Agenda

Norbert Ryder Co-Chair & Dwayne Proctor Co-Chair

March 3, 2008

3:00-5:00 PM

Jade Room

Northfield Inn & Suites, Springfield, Illinois

1. **Call to order**
2. **Roll Call**
3. **Approve June Minutes**
4. **Approve Agenda**
5. **Old Business**
 - Annual Meeting general session
 - Water Use task force
 - Farm Family Award
 - Protecting Water Quality in Urban Centers (PWQUC) update
 - Status of Urban Award
6. **New Business**
 - Second Annual Legislative Breakfast
7. **Adjournment**

**Urban Community & Conservation Focus Area Committee Meeting
December 10, 2007
Butch Rider: Chairperson**

Present:
Don Beisiegel
Jim Nelson
Dwayne Proctor
Butch Rider
Joe Bybee
Chris Davis
Terry Bogner
Phyllis Mace

Minutes:

At 3:05 p.m. Butch Rider called the meeting to order.

The agenda and the minutes were read, and approved by: Don Beisiegel, and second by: Dwayne Proctor.

Mr. Rider turned the meeting over to Dwayne Proctor to bring the committee up to date as to what has been taking place.

Old Business:

Urban Conservation Award

Mr. Proctor opened the meeting by talking about the urban conservation award. Jim Nelson passed out a similar conservation award from another state. The committee discussed how they would fund this award. Chris Davis recommended looking for donations from different originations such as Brookfield Zoo.

The committee discussed giving a plaque or a flag to the award winner. Discussion continued on the possibility of getting a high profile award presenter to give the award on our behalf. The Lt. Governor's name came up as one possible suggestion.

The committee will have Erin look for grants. Chris Davis suggested contacting Wal-Mart and come up with two categories awards. The committee voted on following the Minnesota's guide lines.

Water Use Planning

Jim Nelson stated he had attended the Land Use Council 16 meeting. They want to see a topic presented at summer conference on how to use water wisely. It was suggested that we could possible have topic on Water Rights, Ground Water or Water Quality. The committee hopes that this will turn into a program.

Butch stated that people do not really understand that there is a water problem. Chris Davis stated that there is a treaty between Canada and the U.S. where each state can have a share of water from Lake Michigan.

New Business:

Regional Water Supply Planning Group:

Resolution 2007-4:

Proposed Resolutions to Direct NPDES Fees, Joe Bybee stated that Kane-Dupage SWCD has developed paper work that they give out to developers to do the inspection for a fee. IEPA is not open to writing SWCD's into the rules. Some SWCD's have agreements that allow them to be the local inspectors for MS4 (municipal separate storm sewer systems). Maybe others can follow their lead.

Summer Conference Sessions/Speakers:

The group discussed the possibility of several speakers, but decided to brain storm and bring suggests to the next meeting.

At 5:10 p.m. Don Beisiegel made a motion to adjourn the meeting, second by Butch Rider.
All approved



Room Reservations

*** This form must be returned to the AISWCD Office before February 21, 2008, in order to secure your room at the Northfield Inn for the March Quarterly Board Meeting. You may also contact, Sarah Dillman at 217-744-3414 to make reservations.**

*** Please check the date/s you will be staying***

Name: _____ **Phone:** _____

Committee: _____

Sunday March 2: _____ **Monday March 3:** _____

Smoking: _____ **Non-Smoking:** _____ **Double Bed:** _____ **Single Bed:** _____

Treasurer Report

FY 2008

- a. FY 2008 AISWCD Budget
- b. Profit & Loss Budget Performance
- c. AISWCD Balance Sheet 2008
- d. Foundation Balance Sheet 2008
- e. Foundation Profit & Loss Statement

CHART OF ACCOUNTS	FY 2008 AISWCD BUDGET		BUDGET
	RESERVES FROM PRIOR YEAR: \$101,883.63		
	INCOME		
4000	DUES		
	4001	MEMBERSHIP DUES	231,663.09
4100	GRANT REVENUE		
	4101	IDA EDUCATION COORDINATOR GRANT	40,000.00
	4102	IEPA WATERSHED LIAISON GRANT	50,000.00
	4103	NRCS GRANT	0.00
	4104	CREP/NUTRIENT MANAGEMENT ADMIN.-3190416	7,000.00
	4105	URBAN WATER QUALITY GRANT-3190704	15,000.00
	4106	WATERSHED BASED PLAN-3190410	0.00
	4107	WATERSHED BASED PLAN-3190515	9,375.00
	4108	GRANT REVENUE-OTHER (CREP)	175,000.00
4200	ANNUAL MEETING REVENUE		
	4201	ANNUAL MEETING REGISTRATION	50,000.00
	4202	ANNUAL MEETING AUCTION	5,000.00
	4203	ANNUAL MEETING EXPO	2,000.00
	4204	ANNUAL MEETING SPONSORSHIP	10,000.00
4300	ENVIROTHON REVENUE		
	4301	TEAM REGISTRATION FEES	2,000.00
	4302	CANON GRANTS	1,250.00
	4303	VOLUNTEER/PRESENTER MEALS	150.00
	4304	SPONSORSHIPS	6,500.00
4400	OTHER REVENUE		
	4401	GREENBOOK/URBAN MANUAL REVENUE	150.00
	4402	MISCELLANEOUS REVENUE	1,000.00
	4403	EARTH STEWARDSHIP DAY REVENUE	1,000.00
	4404	FARM PROGRESS SHOW	0.00
	4405	ICCI REVENUE	14,500.00
	4406	IFA REVENUE	3,200.00
4500	INTEREST INCOME		
	4501	ENVIROTHON INTEREST	- 750.00
	4502	GRANTS INTEREST	250.00
	4503	INTEREST INCOME-OTHER (GENERAL FUND)	8,000.00
	4504	BUILDING INTEREST	250.00
	TOTAL BUDGETED REVENUE		633,788.09

CHART OF ACCOUNTS		BUDGET
EXPENSES		
5000	PAYROLL	
5001	SALARIES (GROSS)	180,650.63
5002	FICA/MEDICARE EXPENSE	16,500.00
5003	FUTA EXPENSE	280.00
5004	SUTA EXPENSE	700.00
CHART OF ACCOUNTS		BUDGET
5100	EMPLOYEE HEALTH INS.	
5101	EMPLOYEE HEALTH INSURANCE (Exec. Dir.)	526.08
5102	EMPLOYEE HEALTH INSURANCE (WATERSHED LIAISON)	4,200.00
5103	EMPLOYEE HEALTH INSURANCE (EDUCATION COORDINATOR)	4,200.00
5104	EMPLOYEE HEALTH INSURANCE (ADMIN. COORDINATOR)	4,200.00
5105	EMPLOYEE HEALTH INSURANCE (ADMIN. ASSISTANT)	4,200.00
5200	INSURANCE	
5201	INSURANCE-BONDING	350.00
5202	INSURANCE-DIRECTORS & OFFICERS	1,200.00
5203	INSURANCE-BUILDING	325.00
5300	CONTRACTUAL SERVICES	
5301	PUBLIC AFFAIRS COORDINATOR	24,000.00
5400	PROFESSIONAL SERVICES	
5401	REGULAR AUDIT	5,800.00
5500	TRAVEL	
5501	EMPLOYEE MILEAGE	2,000.00
5502	EMPLOYEE TRAVEL	8,500.00
5600	ANNUAL MEETING	
5601	ANNUAL CONF-EXPO	1,000.00
5602	ANNUAL CONF-SUPPLIES	700.00
5603	ANNUAL CONF-AWARDS	1,800.00
5604	ANNUAL CONF-MEALS	38,000.00
5605	ANNUAL CONF-TRAVEL & LODGING	2,000.00
5606	ANNUAL CONF-AUCTION	200.00
5607	ANNUAL CONF-OTHER	3,500.00
5700	QUARTERLY BOARD MEETINGS	
5701	BOARD MEETINGS-LODGING	8,000.00
5702	BOARD MEETINGS-MEALS	8,500.00
5703	BOARD MEETINGS-TRAVEL	8,000.00

5800	COMMITTEE MEETINGS	
5801	COMMITTEE EXP-OTHER	500.00
5802	COMMITTEE EXP-TRAVEL	2,000.00
5803	COMMITTEE EXP-MEALS	1,000.00
5804	COMMITTEE EXP-LODGING	600.00
5900	LEGISLATIVE	
5901	LEGISLATIVE-AWARDS	300.00
5902	LEGISLATIVE-TRAVEL	600.00
5903	LEGISLATIVE DIRECTORIES	0.00
5904	LEGISLATIVE DAY	6,500.00
6000	AISWCD PRESIDENT	
6001	AISWCD PRESIDENT EXPENSE	5,000.00
6100	ENVIROTHON EXPENSE	
6101	WORKSHOPS/CONFERENCE	200.00
6102	NATIONAL EXPENSES	6,000.00
6103	CEC WINTER MEETING	1,500.00
6104	PUBLIC RELATIONS/PROMOTIONS	150.00
6105	STATE ENVIROTHON COMPETITION	7,000.00
CHART OF ACCOUNTS		BUDGET
6200	OFFICE NEEDS	
6201	OFFICE SUPPLIES	5,000.00
6202	EQUIPMENT	5,500.00
6203	PRINTING	1,800.00
6204	COPIER LEASE	6,600.00
6205	POSTAGE/DELIVERY	3,500.00
6300	BUILDING EXPENSES	
6301	MORTGAGE	14,400.00
6302	UTILITIES	0.00
6303	SNOW REMOVAL/LAWN CARE	1,500.00
6304	WATER FILTER/SOFTENER SUPPLIES	600.00
6305	ELECTRIC	1,200.00
6306	PROPANE	4,200.00
6307	MAINTENANCE ACCOUNT	2,400.00
6308	TAXES	0.00
6309	DRIVEWAY ROCK	500.00
6310	SECURITY SYSTEM	625.00
6311	GARBAGE	450.00
6313	TELEPHONE	4,000.00
6400	MEMBERSHIPS/REGISTRATIONS	
6401	MEMBERSHIPS/REGISTRATIONS	2,500.00
6500	GRANTS EXPENSE	
6501	WATERSHED BASED PLAN INTIATIVE (PASS	30,000.00

	6502	THROUGH) CREP (PASS THROUGH)	145,000.00
6600		VEHICLE	
	6601	VEHICLE LEASE	4,582.32
	6602	VEHICLE MAINTENANCE	1,000.00
	6603	INSURANCE-VEHICLE	1,200.00
6700		INTERNET/WEBSITE	
	6701	WEBSITE MAINTENANCE	1,000.00
	6702	INTERNET SERVICE	1,200.00
6800		NACD EXPENSES	
	6801	NACD MEETINGS & ACTIVITIES	15,000.00
6900		OTHER	
	6901	BANK CHARGES	15.00
	6902	MISCELLANEOUS EXPENSE	1,000.00
	6903	ANNUAL REPORT FILING FEES	600.00
	6904	FARM PROGRESS SHOW EXPENSES	0.00
	5905	EARTH STEWARDSHIP DAY EXPENSES	1,000.00
	6906	TASK FORCE EXPENSES	2,000.00
	6907	ICCI EXPENSES	10,000.00
	6908	IFA EXPENSES	<u>2,000.00</u>
		TOTAL BUDGETED EXPENSES	631,054.03
		BUDGETED NET INCOME	<u>2,734.06</u>

Association of Ill. Soil and Water Conservation Districts

Profit & Loss Budget Performance

January 1 through February 6, 2008

	Jan 1 - Feb 6, 08	Budget	Jan 1 - Feb 6, 08	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · DUES					
4001 · MEMBERSHIP DUES	0.00	23,299.53	0.00	23,299.53	231,663.09
Total 4000 · DUES	0.00	23,299.53	0.00	23,299.53	231,663.09
4100 · GRANT REVENUE					
4101 · IDA Education Coordinator Grant	0.00	4,023.02	0.00	4,023.02	40,000.00
4102 · IEPA Watershed Liaison Grant	60,000.00	5,028.78	60,000.00	5,028.78	50,000.00
4103 · NRCS Grant					
4103-01 · PUBLIC AFFAIRS SPECIALIST	3,500.00	0.00	3,500.00	0.00	0.00
4103-02 · RADIO ADS	0.00	0.00	0.00	0.00	0.00
4103-03 · WATERSHED PLANNING	2,617.16	0.00	2,617.16	0.00	0.00
4103-04 · INTERNAL OPERATIONS	5,416.66	0.00	5,416.66	0.00	0.00
4103-05 · LEADERSHIP TRAINING	0.00	0.00	0.00	0.00	0.00
4103-06 · LCD PROJECTOR	0.00	0.00	0.00	0.00	0.00
4103-07 · QUARTERLY BOARD MEETING	2,310.24	0.00	2,310.24	0.00	0.00
4103-08 · SUMMER CON./ANNUAL MEETING	0.00	0.00	0.00	0.00	0.00
4103-09 · WEBSITE	0.00	0.00	0.00	0.00	0.00
4103 · NRCS Grant - Other	0.00	0.00	0.00	0.00	0.00
Total 4103 · NRCS Grant	13,844.06	0.00	13,844.06	0.00	0.00
4104 · CREP/Nutrient Management Admin	1,347.43	704.06	1,347.43	704.06	7,000.00
4105 · Urban Water Quality Grant Admin	1,112.50	1,508.62	1,112.50	1,508.62	15,000.00
4106 · WATERSHED BASED PLAN 3190410	0.00	0.00	0.00	0.00	0.00
4107 · WATERSHED BASED PLAN-3190515	2,343.75	942.89	2,343.75	942.89	9,375.00
4108 · GRANT REVENUE-OTHER (CREP)	23,917.29	17,600.61	23,917.29	17,600.61	175,000.00
Total 4100 · GRANT REVENUE	101,217.60	29,807.98	101,217.60	29,807.98	296,375.00
4200 · ANNUAL MEETING REVENUE					
4201 · ANNUAL MEETING REGISTRATION	0.00	5,028.78	0.00	5,028.78	50,000.00
4202 · ANNUAL MEETING AUCTION	0.00	502.91	0.00	502.91	5,000.00
4203 · ANNUAL MEETING EXPO	0.00	201.19	0.00	201.19	2,000.00
4204 · ANNUAL MEETING SPONSORSHIP	0.00	1,005.78	0.00	1,005.78	10,000.00
Total 4200 · ANNUAL MEETING REVENUE	0.00	6,738.66	0.00	6,738.66	67,000.00
4300 · ENVIROTHON REVENUE					
4301 · TEAM REGISTRATION FEES	0.00	201.22	0.00	201.22	2,000.00
4302 · CANON GRANTS	0.00	125.79	0.00	125.79	1,250.00
4303 · VOLUNTEER/PRESENTER MEALS	0.00	15.09	0.00	15.09	150.00
4304 · SPONSORSHIPS	0.00	653.81	0.00	653.81	6,500.00
4305 · ENVIROTHON DVD (NRCS GRANT)	0.00	0.00	0.00	0.00	0.00
4306 · STATE COMP CONTRIB (NRCS GRANT)	0.00	0.00	0.00	0.00	0.00
Total 4300 · ENVIROTHON REVENUE	0.00	995.91	0.00	995.91	9,900.00
4400 · OTHER REVENUE					
4401 · GREENBOOK/URBAN MANUAL REVENUE	0.00	15.09	0.00	15.09	150.00
4402 · MISCELLANEOUS REVENUE	3.00	100.61	3.00	100.61	1,000.00
4403 · Earth Stewardship Day Revenue	0.00	100.61	0.00	100.61	1,000.00
4404 · FarmProgressShowRevenue	0.00	0.00	0.00	0.00	61 0.00
4405 · ICCI REVENUE	0.00	1,458.37	0.00	1,458.37	14,500.00
4406 · IFA REVENUE	521.60	321.91	521.60	321.91	3,200.00

Association of Ill. Soil and Water Conservation Districts

Profit & Loss Budget Performance

January 1 through February 6, 2008

	Jan 1 - Feb 6, 08	Budget	Jan 1 - Feb 6, 08	YTD Budget	Annual Budget
4407 . NASCA Revenue	68.69	0.00	68.69	0.00	0.00
4408- BUILDING MAINT. DEPOSITS	200.00	241.38	200.00	241.38	2,400.00
Total 4400 · OTHER REVENUE	793.29	2,237.97	793.29	2,237.97	22,250.00
4500 · INTEREST INCOME					
4501 · ENVIROTHON INTEREST	75.29	75.43	75.29	75.43	750.00
4502 · GRANTS INTEREST	16.23	25.18	16.23	25.18	250.00
4503 · GENERAL FUND INTEREST	255.02	804.67	255.02	804.67	8,000.00
4504 · BUILDING INTEREST	9.93	25.18	9.93	25.18	250.00
4505 . FUND HELD INTEREST	788.85	0.00	788.85	0.00	0.00
Total 4500 · INTEREST INCOME	1,145.32	930.46	1,145.32	930.46	9,250.00
Total Income	103,156.21	64,010.51	103,156.21	64,010.51	636,438.09
Expense					
5000 · PAYROLL					
5001 · SALARIES	16,422.86	18,168.98	16,422.86	18,168.98	180,650.63
5002 · FICA/MEDICARE	1,256.34	1,659.48	1,256.34	1,659.48	16,500.00
5003 · FUTA EXPENSE	131.40	28.20	131.40	28.20	280.00
5004 · SUTA EXPENSE	131.40	70.44	131.40	70.44	700.00
Total 5000 · PAYROLL	17,942.00	19,927.10	17,942.00	19,927.10	198,130.63
5100 · EMPLOYEE HEALTH INS.					
5101 · EMPLY HEALTH INS.(ExecDir)	100.65	52.91	100.65	52.91	526.08
5102 · EMPLY HEALTH INS. (WaterLiaiso)	695.62	422.41	695.62	422.41	4,200.00
5103 · EMPLY HEALTH INS. (Educ Coord)	677.17	422.41	677.17	422.41	4,200.00
5104 · EMPLY HEALTH INS. (AC)	671.55	422.41	671.55	422.41	4,200.00
5105 · EMPLY HELATH INS. (ADMIN ASST)	660.08	422.41	660.08	422.41	4,200.00
Total 5100 · EMPLOYEE HEALTH INS.	2,805.07	1,742.55	2,805.07	1,742.55	17,326.08
5200 · INSURANCE					
5201 · INSURANCE-BONDING	0.00	35.24	0.00	35.24	350.00
5202 · INSURANCE-DIRECTORS & OFFICERS	0.00	120.69	0.00	120.69	1,200.00
5203 · INSURANCE-BUILDING	0.00	32.72	0.00	32.72	325.00
Total 5200 · INSURANCE	0.00	188.65	0.00	188.65	1,875.00
5300 · CONTRACTUAL SERVICES					
5301 · Public Affairs Coordinator	2,000.00	2,413.79	2,000.00	2,413.79	24,000.00
Total 5300 · CONTRACTUAL SERVICES	2,000.00	2,413.79	2,000.00	2,413.79	24,000.00
5400 · PROFESSIONAL SERVICES					
5401 · REGULAR AUDIT	0.00	583.37	0.00	583.37	5,800.00
Total 5400 · PROFESSIONAL SERVICES	0.00	583.37	0.00	583.37	5,800.00
5500 · TRAVEL					
5501 · EMPLOYEE MILEAGE	93.68	201.22	93.68	201.22	2,000.00
5502 · EMPLOYEE TRAVEL	587.88	854.92	587.88	854.92	8,500.00
Total 5500 · TRAVEL	681.56	1,056.14	681.56	1,056.14	10,500.00
5600 · ANNUAL MEETING					
5601 · ANNUAL CONF-EXPO	0.00	100.61	0.00	100.61	1,000.00
5602 · ANNUAL CONF-SUPPLIES	0.00	70.44	0.00	70.44	700.00

Association of Ill. Soil and Water Conservation Districts

Profit & Loss Budget Performance

January 1 through February 6, 2008

	Jan 1 - Feb 6, 08	Budget	Jan 1 - Feb 6, 08	YTD Budget	Annual Budget
5603 · ANNUAL CONF-AWARDS	0.00	181.03	0.00	181.03	1,800.00
5604 · ANNUAL CONF-MEALS	0.00	3,821.91	0.00	3,821.91	38,000.00
5605 · ANNUAL CONF-TRAVEL & LODGING	0.00	201.22	0.00	201.22	2,000.00
5606 · ANNUAL CONF-AUCTION	0.00	20.16	0.00	20.16	200.00
5607 · ANNUAL CONF-OTHER	0.00	352.08	0.00	352.08	3,500.00
5608 · ANNUAL CONF-SPEAKER	0.00	0.00	0.00	0.00	0.00
Total 5600 · ANNUAL MEETING	0.00	4,747.45	0.00	4,747.45	47,200.00
5700 · QUARTERLY BOARD MEETINGS					
5701 · BOARD MEETINGS-LODGING	0.00	804.64	0.00	804.64	8,000.00
5702 · BOARD MEETINGS-MEALS	0.00	854.92	0.00	854.92	8,500.00
5703 · BOARD MEETINGS-TRAVEL	0.00	804.64	0.00	804.64	8,000.00
Total 5700 · QUARTERLY BOARD MEETINGS	0.00	2,464.20	0.00	2,464.20	24,500.00
5800 · COMMITTEE MEETINGS					
5801 · COMMITTEE EXP-OTHER	17.77	50.33	17.77	50.33	500.00
5802 · COMMITTEE EXP-TRAVEL	0.00	70.44	0.00	70.44	700.00
5803 · COMMITTEE EXP-MEALS	0.00	100.61	0.00	100.61	1,000.00
5804 · COMMITTEE EXP-LODGING	0.00	60.34	0.00	60.34	600.00
Total 5800 · COMMITTEE MEETINGS	17.77	281.72	17.77	281.72	2,800.00
5900 · LEGISLATIVE					
5901 · LEGISLATIVE-AWARDS	0.00	30.17	0.00	30.17	300.00
5902 · LEGISLATIVE-TRAVEL	0.00	201.22	0.00	201.22	2,000.00
5903 · LEGISLATIVE DIRECTORIES	0.00	0.00	0.00	0.00	0.00
5904 · LEGISLATIVE DAY	350.00	653.81	350.00	653.81	6,500.00
Total 5900 · LEGISLATIVE	350.00	885.20	350.00	885.20	8,800.00
6000 · PRESIDENT EXPENSE					
6001 · AISWCD PRESIDENT EXP	0.00	502.95	0.00	502.95	5,000.00
Total 6000 · PRESIDENT EXPENSE	0.00	502.95	0.00	502.95	5,000.00
6100 · ENVIROTHON EXPENSE					
6101 · WORKSHOPS/CONFERENCES	0.00	20.19	0.00	20.19	200.00
6102 · NATIONAL EXPENSES	200.00	603.45	200.00	603.45	6,000.00
6103 · CEC WINTER MEETING	0.00	150.86	0.00	150.86	1,500.00
6104 · PUBLIC RELATIONS/PROMOTIONS	0.00	15.09	0.00	15.09	150.00
6105 · STATE ENVIROTHON COMPETITION	0.00	704.06	0.00	704.06	7,000.00
6106 · ENVIROTHON DVD (NRCS GRANT)	0.00	0.00	0.00	0.00	0.00
Total 6100 · ENVIROTHON EXPENSE	200.00	1,493.65	200.00	1,493.65	14,850.00
6200 · OFFICE NEEDS					
6201 · OFFICE SUPPLIES	228.82	502.91	228.82	502.91	5,000.00
6202 · EQUIPMENT	574.54	553.20	574.54	553.20	5,500.00
6203 · PRINTING	564.06	181.03	564.06	181.03	1,800.00
6204 · COPIER LEASE	393.37	663.79	393.37	663.79	6,600.00
6205 · POSTAGE/DELIVERY	248.94	352.05	248.94	352.05	3,500.00
Total 6200 · OFFICE NEEDS	2,009.73	2,252.98	2,009.73	2,252.98	22,400.00
6300 · BUILDING EXPENSES					63
6301 · MORTGAGE INTEREST	749.54	1,448.28	749.54	1,448.28	14,400.00
6302 · UTILITIES	0.00	0.00	0.00	0.00	0.00

Association of Ill. Soil and Water Conservation Districts

Profit & Loss Budget Performance

January 1 through February 6, 2008

	Jan 1 - Feb 6, 08	Budget	Jan 1 - Feb 6, 08	YTD Budget	Annual Budget
6303 · SNOW REMOVAL/LAWN CARE	0.00	150.86	0.00	150.86	1,500.00
6304 · WATER FILTER/SOFTENER SUPPLIES	50.96	60.34	50.96	60.34	600.00
6305 · ELECTRIC	123.32	120.69	123.32	120.69	1,200.00
6306 · PROPANE	862.18	422.41	862.18	422.41	4,200.00
6307 · MAINTENANCE ACCOUNT	200.00	241.38	200.00	241.38	2,400.00
6308 · TAXES	0.00	0.00	0.00	0.00	0.00
6309 · DRIVEWAY ROCK	0.00	50.33	0.00	50.33	500.00
6310 · SECURITY SYSTEM	117.00	62.90	117.00	62.90	625.00
6311 · GARBAGE	35.00	45.26	35.00	45.26	450.00
6312 · SIGN	0.00	0.00	0.00	0.00	0.00
6313 · TELEPHONE	182.88	402.33	182.88	402.33	4,000.00
6314 · MOVING EXPENSES	0.00	0.00	0.00	0.00	0.00
Total 6300 · BUILDING EXPENSES	2,320.88	3,004.78	2,320.88	3,004.78	29,875.00
6400 · MEMBERSHIPS/REGISTRATIONS					
6401 · MEMBERSHIPS/REGISTRATIONS	300.00	251.47	300.00	251.47	2,500.00
Total 6400 · MEMBERSHIPS/REGISTRATIONS	300.00	251.47	300.00	251.47	2,500.00
6500 · GRANTS EXPENSE					
6501 · WatershedBasedPlanInitiative	9,095.61	3,017.24	9,095.61	3,017.24	30,000.00
6502 · CREP	13,474.25	14,583.37	13,474.25	14,583.37	145,000.00
Total 6500 · GRANTS EXPENSE	22,569.86	17,600.61	22,569.86	17,600.61	175,000.00
6600 · VEHICLE					
6601 · VEHICLE LEASE	381.86	460.87	381.86	460.87	4,582.32
6602 · VEHICLE MAINTENANCE	34.36	100.61	34.36	100.61	1,000.00
6603 · INSURANCE-VEHICLE	274.00	120.69	274.00	120.69	1,200.00
Total 6600 · VEHICLE	690.22	682.17	690.22	682.17	6,782.32
6700 · INTERNET/WEBSITE					
6701 · WEBSITE MAINTENANCE	0.00	100.61	0.00	100.61	1,000.00
6702 · INTERNET SERVICE	121.70	120.69	121.70	120.69	1,200.00
Total 6700 · INTERNET/WEBSITE	121.70	221.30	121.70	221.30	2,200.00
6800 · NACD EXPENSES					
6801 · NACD MEETINGS & ACTIVITIES	762.75	1,508.62	762.75	1,508.62	15,000.00
Total 6800 · NACD EXPENSES	762.75	1,508.62	762.75	1,508.62	15,000.00
6900 · OTHER					
6901 · BANK CHARGES	0.00	1.51	0.00	1.51	15.00
6902 · MISCELLANEOUS EXPENSE	65.00	100.61	65.00	100.61	1,000.00
6903 · ANNUAL REPORT FILLING FEES	46.41	60.34	46.41	60.34	600.00
6904 · FarmProgressShowExp	0.00	0.00	0.00	0.00	0.00
6905 · Earth Stewardship Day Expenses	0.00	100.61	0.00	100.61	1,000.00
6906 · Task Force Expenses	0.00	201.19	0.00	201.19	2,000.00
6907 · ICCI EXPENSES	33.25	1,005.78	33.25	1,005.78	10,000.00
6908 · IFA EXPENSES	0.00	201.19	0.00	201.19	2,000.00
6909 · NASCA Expenses	0.00	0.00	0.00	0.00	0.00
6910 · WITHDRAW FROM FUNDS HELD	0.00	0.00	0.00	0.00	0.00
Total 6900 · OTHER	144.66	1,671.23	144.66	1,671.23	16,615.00

Association of Ill. Soil and Water Conservation Districts
Profit & Loss Budget Performance
 January 1 through February 6, 2008

	<u>Jan 1 - Feb 6, 08</u>	<u>Budget</u>	<u>Jan 1 - Feb 6, 08</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total Expense	52,916.20	63,479.93	52,916.20	63,479.93	631,154.03
Net Ordinary Income	50,240.01	530.58	50,240.01	530.58	5,284.06
Net Income	<u>50,240.01</u>	<u>530.58</u>	<u>50,240.01</u>	<u>530.58</u>	<u>5,284.06</u>

Association of III. Soil and Water Conservation Districts
Balance Sheet
As of February 6, 2008

	Feb 6, 08
ASSETS	
Current Assets	
Checking/Savings	
1 · CASH-BOS GENERAL FUND	133,362.85
2 · CASH- BOS ENVIROTHON	26,564.15
3 · CASH-BOS GRANTS	1,128.99
4 · CASH-WSB BUILDING	8,124.12
5 FUNDS HELD BY FCS	122,024.41
Total Checking/Savings	291,204.52
Total Current Assets	291,204.52
Fixed Assets	
1450 · BUILDING	157,885.31
1500 · FURNITURE, FIXTURES & EQUIP	30,134.15
1550 · ACCUMULATED DEPRECIATION	-18,125.42
Total Fixed Assets	169,894.04
TOTAL ASSETS	461,098.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	-3,648.43
Total Accounts Payable	-3,648.43
Other Current Liabilities	
2100 · Payroll Liabilities	
2115 · FUTA PAYABLE	131.40
2120 · SUTA PAYABLE	131.40
2125 · VOLUNTARY LIFE INSURANCE	50.65
Total 2100 · Payroll Liabilities	313.45
Total Other Current Liabilities	313.45
Total Current Liabilities	-3,334.98
Long Term Liabilities	
2600- BOND PAYABLE TO FCS	121,976.28
Total Long Term Liabilities	121,976.28
Total Liabilities	118,641.30
Equity	
3200 · RETAINED EARNINGS - PRIOR	142,907.23
3900 · Retained Earnings	147,310.02
3999 · TRANSFERS	2,000.00
Net Income	50,240.01
Total Equity	342,457.26

Association of Ill. Soil and Water Conservation Districts
Balance Sheet
As of February 6, 2008

	<u>Feb 6, 08</u>
TOTAL LIABILITIES & EQUITY	<u><u>461,098.56</u></u>

Association of Il. Soil and Water Cons. Dist. Foundation
Balance Sheet
 As of February 6, 2008

	Feb 6, 08
ASSETS	
Current Assets	
Checking/Savings	
1020 · CHECKING-BOS FOUNDATION	50,709.48
1024 · CDs FOUND. RESTRICTED-McKibben	20,239.02
Total Checking/Savings	70,948.50
Total Current Assets	70,948.50
TOTAL ASSETS	70,948.50
LIABILITIES & EQUITY	
Equity	
3210 · TEMP RESTRICTED NET ASSETS	4,925.19
3220 · NET ASSETS RESTRICTED	25,545.74
3900 · Retained Earnings	40,258.13
Net Income	219.44
Total Equity	70,948.50
TOTAL LIABILITIES & EQUITY	70,948.50

Association of Il. Soil and Water Cons. Dist. Foundation
Profit & Loss YTD Comparison
January 1 through February 6, 2008

	<u>Jan 1 - Feb 6, 08</u>	<u>Jan 1 - Feb 6, 08</u>
Income		
4405 · INTEREST INCOME-RESTRICTED	76.60	76.60
4410 · INTEREST INCOME	142.84	142.84
Total Income	<u>219.44</u>	<u>219.44</u>
Expense	0.00	0.00
Net Income	<u><u>219.44</u></u>	<u><u>219.44</u></u>

SWCD of Illinois Insurance Plan Administrator's AISWCD Report January 2008

COBRA – One COBRA election notices have been sent since the December quarterly board meeting. One new employee received an initial COBRA notice. Two special circumstance notices have been mailed. Four individuals are currently participating in COBRA as of January 31.

Administration – Administration for this quarter has included the processing of the January 2008 invoices. The budget reconciliation act was passed and payments for the unpaid claims are now in process. The LGHP CMS insurance account is no longer a budget item for Illinois. This will prevent future sweeps of the reserve account.

Financials – Income for January was \$117363.85 with expenses totaling \$152898.62 resulting in a net loss of \$35,534.77. Interest for January was \$345.78. The balance in the AISWCD account as of January 31, 2007 is \$33636.20. The October insurance payment was made on January 24, 2008. I have been keeping Diane at Central Management Services updated regarding the budget situation and our premiums. CMS is no longer experiencing problems with other units but she assured me that they will not cut off our insurance. The February financials will be distributed at the March Quarterly Board meeting.

Thank you,
Debbie Holsapple
Marion County SWCD

SWCD OF ILLINOIS INSURANCE
Balance Sheet Prev Year Comparison
As of January 31, 2008

	<u>Jan 31, 08</u>	<u>Jan 31, 07</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
AISWCD - Illinois Funds	33,636.20	294,020.91	-260,384.71	-88.6%
Total Checking/Savings	33,636.20	294,020.91	-260,384.71	-88.6%
Accounts Receivable				
Accounts Receivable	1,647.78	1,879.20	-231.42	-12.3%
Total Accounts Receivable	1,647.78	1,879.20	-231.42	-12.3%
Total Current Assets	35,283.98	295,900.11	-260,616.13	-88.1%
TOTAL ASSETS	<u>35,283.98</u>	<u>295,900.11</u>	<u>-260,616.13</u>	<u>-88.1%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	439,154.00	0.00	439,154.00	100.0%
Total Accounts Payable	439,154.00	0.00	439,154.00	100.0%
Total Current Liabilities	439,154.00	0.00	439,154.00	100.0%
Total Liabilities	439,154.00	0.00	439,154.00	100.0%
Equity				
Retained Earnings	337,467.94	281,488.62	55,979.32	19.9%
Net Income	-741,337.96	14,411.49	-755,749.45	-5,244.1%
Total Equity	-403,870.02	295,900.11	-699,770.13	-236.5%
TOTAL LIABILITIES & EQUITY	<u>35,283.98</u>	<u>295,900.11</u>	<u>-260,616.13</u>	<u>-88.1%</u>

SWCD OF ILLINOIS INSURANCE
Profit & Loss Budget Performance
January 2008

	Jan 08	Budget	Jul '07 - Jan 08	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
AISWCD Life-LTD Premiums	105.42	52.00	157.96	104.00	156.00
COBRA Paid Premiums	7,316.82	2,900.00	24,984.10	20,300.00	34,800.00
Employee Paid Own Premiums	100,242.50	112,500.00	314,583.00	337,500.00	450,000.00
Interest	345.78	1,450.00	4,139.73	7,450.00	13,400.00
State Allocation	0.00	336,205.00	0.00	672,410.00	1,344,820.00
STD Insurance	5,604.85	7,270.00	16,421.47	14,540.00	21,810.00
Voluntary Life Insurance	2,082.48	1,110.00	7,311.73	3,330.00	4,440.00
Work Comp/Liability Insurance	1,666.00		1,666.00		
Total Income	117,363.85	461,487.00	369,263.99	1,055,634.00	1,869,426.00
Expense					
Administrator Wages Reimbursed	0.00	1,000.00	7,216.35	7,750.00	11,454.00
Liability Insurance	0.00	0.00	0.00	0.00	1,200.00
LTD Premiums	954.93	875.00	5,505.60	6,125.00	10,500.00
Miscellaneous	68.69	0.00	673.42	485.00	710.00
Monthly Premium Health	147,639.00	147,023.00	1,028,836.00	1,031,421.00	1,766,536.00
Monthly Premium Life	546.15	505.00	3,255.05	3,535.00	6,060.00
Monthly Premium Voluntary Life	838.35	370.00	4,813.86	2,590.00	4,440.00
Postage	0.00	0.00	178.96	150.00	300.00
STD Insurance Premiums	2,851.50	2,423.00	10,131.71	9,692.00	21,810.00
Wrk Comp - Liability Insurance	0.00	0.00	48,891.00	84,632.00	84,632.00
Yearly CPA Audit	0.00	0.00	1,100.00	0.00	1,500.00
Total Expense	152,898.62	152,196.00	1,110,601.95	1,146,380.00	1,909,142.00
Net Ordinary Income	-35,534.77	309,291.00	-741,337.96	-90,746.00	-39,716.00
Net Income	-35,534.77	309,291.00	-741,337.96	-90,746.00	-39,716.00

Legislative Update Mike Hoffmann

Fiscal Year 2008 Budget

The state budget is in the red. The state's general funds will be \$500 to \$600 million short of what is needed to cover the budget that was passed at the end of August. The forecast for next year's budget does not look good either: Illinois' Commission on Government Forecasting and Accountability, the legislature's revenue-forecasting agency, projects FY 2009 growth to be in the \$600 - \$700 million range, which is not even enough to cover a \$750 pension payment due next year. To address the shortfall, the Governor has ordered state agencies, including the Dept. of Agriculture, to hold in reserve 3% of their general funds appropriations for FY 2008. This means those budgets will effectively be cut by 3%.

This is what Dan Long, the Executive Director of the Commission told the Menard County Soil and Water District at their meeting last week, and he expanded on that in a telephone conversation with me this week.

SWCD Appropriations, Fiscal Years 2007 – 2008				
<u>Item</u>	<u>FY 2007</u>	<u>FY2008</u>	<u>\$ Change</u>	<u>% Change</u>
Grants	\$6,601,100	\$7,553,900	\$952,800	14.4%
C2000 Fund Conservation Practices	\$4,600,000	\$6,000,000	\$1,400,000	30.4%
Soil Surveys	\$0	\$1,400,000	\$1,400,000	na
	<u>\$360,000</u>	<u>\$400,000</u>	<u>\$40,000</u>	<u>11.1%</u>
Total	\$11,561,100	\$15,353,900	\$3,792,800	32.8%

What does that mean for SWCDs? The FY 2008 budget remains a bit cloudy. We are told that some money for grants and health insurance has been released. To this point, we have been unable to get definitive answers to our questions about the budget. Hopefully, even with a reserve, SWCDs should see an increase in the budget this year – provided the C2000 funds come through.

What can we do? **It is imperative that we let our legislators know the uncertainty of our situation and the impact this has on conservation – and that we encourage our legislators to contact the Governor's office in support of releasing our funds.**

Remember: Keep Your State Legislators Educated On SWCD Activities



Erin Pate's Accomplishments

March Quarterly Board

AISWCD Operations Administrator

Summary of duties completed for November 2007-January 2008

*"Your chances of success in any undertaking can always be measured
by your belief in yourself."*

-Robert Collier

November, 2007

- CREP: As I am sure all of you have heard CREP sign-up has stopped as of the beginning of November. This does not mean that information on the program can not be passed out to educate landowners so that when sign-up beginning you will have potential folks who are interested in the program. Keep up the good PR. I have been working on updating my voucher sheets for those who have CREP Assistants and submit these vouchers to me on a monthly basis. I am revising these for the 2008 year and you will receive these within the next couple of weeks.
- RETIREMENT: Unfortunately I am still awaiting a phone call from the SRS as to the status of SWCDs eligibility. I have followed up a few times and I am being told that the director is currently reviewing the documentation I sent him.
- SUMMER CONFERENCE: I have spoken with a couple of potential speakers for the 2008_Summer Conference. I sent this information out to the taskforce to review. If you think you have an idea for a potential speaker for general session at summer conference please notify me. We are looking for a speaker who will benefit Directors and employees.

I have also been in contacted with the Springfield Convention Bureau and received a list of potential things that our group could do next year in place of this year's museum open house. I have spoken with a gentlemen who gives a Lincoln Ghost Walk in downtown Springfield. The walk tours several different historical Lincoln sites in downtown Springfield. It discusses facts and some legends of the life of Abraham Lincoln. This will be further discussed in the taskforces upcoming meeting.

- DEC. Q.B.: I completed an agenda for the Annual Meeting taskforce and compiled a list of session ideas I have received as well as theme ideas for next year's conference. If you have some ideas as to what training you would like to see offered please drop me an email.
- GRANTS: You should have all by know received a copy of The Protecting Water Quality in Urban Centers (PWQUC) guidelines for Phase II and a copy of the workshop agendas, to be held next week, and a copy of the workshop registration form. The PWQUC Advisory Committee met on November 28th to discuss the upcoming two workshops. If you have not sent in your registration for either of these two workshops but do decide to attend, please come. The doors are wide open; if you attend the workshop and attend one of the two workshops you will receive high priority on your proposal compared to those who do not attend. This is an excellent

opportunity for all SWCD's, whom are in good standings with the AISWCD, to apply for potential mini-grant funding. I have put these documents in a PDF fillable format and they have been posted on the AISWCD web site.

I am currently working on a PowerPoint for the workshops to highlight some of the

projects that were completed in Phase I of the Grant to share with those of you who do attend.

- MISC: Helped with an ICCI mailing, attended a Mid-Executive Conference Call on November 13th, Attended an all board conference call on November 19th, completed my Quarterly Board report, made flight reservations and meeting registrations for those who are attending NACD's annual meeting, met with Audit to discuss the audit to be completed next year and this year's bill, followed up with NRCS on two vouchers I submitted in April and October, completed CREP voucher and sent to IEPA.
- LOOKING AHEAD: December Quarterly Board; possible grants; Annual Meeting 2008; NRCS Reporting, and Protecting Water Quality Grant-Phase II-advisory meetings-workshops-applications-quarterly report, AISWCD budget, Legislative Day.
- OTHER DUTIES: E-mail correspondence; compiled expense report for credit card; compiled monthly CREP voucher; weekly staff meetings; phone calls.

December, 2007

- CREP: I completed the CREP December voucher and submitted it to IEPA for reimbursement. I also updated the 2008 county voucher excel spreadsheets and sent them to the administrating counties. Please remember that CREP Assistants Quarterly Reports, for the period October 1-December 31, 2007, are due by January 10th. Reports may be faxed, mailed or emailed to the AISWCD office.
- RETIREMENT: I have received notification from the State Retirement System (SRS) that they are still looking into the possibility of making SWCDs eligible for their program. I am keeping the AISWCD Executive Director and the ISWCDEA Co-Chairs informed of the responses I get from SRS. I should have more information to report in my next report.
- SUMMER CONFERENCE: The Annual Meeting & Awards Taskforce met on December 10th to discuss the 2008 conference. The committee did choose "Walk the Conservation Walk Without Leaving a Footprint" as the 2008 theme. The committee discussed sessions that have been submitted by employees & Directors. Sessions will again be reviewed and decided on at our next meeting which will be held at the next ISWCDEA meeting. If you have ideas for potential sessions please send these to me ASAP. The committee also discussed auctioneers, general session ideas, MC for Farm Family, agendas, potential IEPA Urban conference, vesper service, and activities for Monday evening during the conference. I have completed the minutes for the Annual Meeting & Awards Taskforce and the Planning Focus Area Committee-these can be found on the AISWCD web site.
- LEGISLATIVE DAY: I have contacted the Inn @835 to request potential dates for the Legislative Breakfast. These dates were then sent to the Legislative FAC Chairman, Executive Director, AISWCD President and AISWCD Lobbyist for review. A final date has yet to be determined.
- GRANTS: Please do not forget to get you Protecting Water Quality in Urban Centers (PWQUC)-Phase II applications to the AISWCD office by January 15th. I have been working on getting evaluation sheets, award letters and grant agreements ready for these mini-grants. If you have any questions regarding the application please contact me. Original applications plus six copies must be received by the AISWCD office on or before January 15, 2008.

I have completed an administration voucher for the PWQUC-Phase II grant agreement and submitted this to IEPA.

I have completed the third progress report for the grant agreement between AISWCD and NRCS. There will be one more final agreement to submit to NRCS in January.

- MISCELLANEOUS: Attend December Q.B., completed my monthly report, made flight reservations the NACD's annual meeting, completed and sent out bid letters to potential auditors for the FY 2007 AISWCD Audit. Spoke with Learfield Network about potential advertising in the Chicago area; reviewed minutes for various FACs.
- LOOKING AHEAD: Annual Meeting 2008; NRCS Reporting; and Protecting Water Quality Grant-Phase II-advisory meetings-application review-quarterly report-sub-agreements; AISWCD budget; Legislative Day; potential funding;
- OTHER DUTIES: E-mail correspondence; compiled expense report for credit card; filing; weekly staff meetings; phone calls.

January, 2008

CREP:

- Completed CREP voucher for SWCD's December expenses
- Working on analyzing current financial assistance agreements to see where additional funding is needed
- Working with IEPA on adding additional funding to the 319 grant. This would enable us to add funding to the current financial assistance agreements and give us the capability of extending the current financial assistance agreements for a longer period of time
- 1099s needed to go to those who received state payments

SUMMER CONFERENCE:

- Reviewed 2008 & 2009 contracts with the Hilton
- Wrote a letter requesting information on lowering numbers currently stated in the contracts with the Hotel

LEGISLATIVE DAY:

- Sent email addressing the job duties for different tasks associated with Legislative Day 2008
- Contacted Inn at 835 and the Northfield Inn regarding contracts for rooms and meals
- Contacted flower shop for pricing and deadlines for the legislator's boutonnières
- Participated in a legislative taskforce conference call on January 11, 2008
- Edited letter that will be sent to chairman & SWCD offices in regards to Legislative Day 2008

PROTECTING WATER QUALITY IN URBAN CENTERS GRANT:

- Gathered applications that were received by the January 15th deadline and sent them, along with a cover letter and score sheet to the Advisory Committee for review
- Completed 319 progress report for IEPA
- Setup conference call with Advisory Committee for February 7th to discuss application received

GRANT WRITING

- Wrote/submitted a grant on geothermal heating and cooling to the Illinois Clean Energy Community Foundation
- Started writing a grant to the Coca-Cola Foundation for Envirothon

MISCELLANEOUS:

- Made NACD Annual Meeting Reservations
- Helped with the assembly of Illinois Forestry Association board member's binders
- Created March Quarterly Board-Planning Focus Area Committee agenda
- Created March Quarterly Board-Annual Meeting & Awards Taskforce agenda
- Quarterly Board report
- Conservation Catchall report
- Updated AISWCD Committee Directory & sent to all SWCDs
- Sent bid letters to potential auditors
- Met with auditor from Cowen, Epperson & Associates, P.C.
- Applied for property tax exemption (P-TAX 300)
- Received health insurance quotes
- Filed 2nd half of year lobbyist expenditure report
- Filed 2008 lobbyist registration with Secretary of State
- Looked up years of service for past Director
- Created database with LUC meeting & SWCD Annual Meeting dates
- Sought out sponsorship for NACD Annual Meeting
- Sent letters to Archer Daniels Midland and John Deere seeking sponsorship of the 2008 Annual Meeting/Summer Conference
- Updated my job description/job duties

LOOKING AHEAD:

- Annual Meeting 2008
- NRCS final voucher/report
- Protecting Water Quality Grant-Phase II: advisory meetings, approval/deny letters, financial assistance agreements, and administration voucher
- Mid-executive conference call: Feb 5th
- Legislative Day 2008: April 3rd
- Search for potential grant funding
- NACD Annual Meeting
- Advisory Committee conference call: Feb 7th
- March Quarterly Board: March 3rd & 4th

OTHER DUTIES:

- E-mail correspondence
- Compiled expense report for credit card
- Timesheets
- Weekly staff meetings
- Phone calls

Education coordinator's Notes

MONTH OF NOVEMBER '07

1. Newsletter/Website
 - created newsletter and distributed
2. Meetings and Conferences
 - Envirothon Taskforce Meeting
 - Weekly Staff meetings
 - Mid Executive Conference Call
 - AISWCD Board Conference Call
 - Illinois Ag in the Classroom Program Council
 - BLWR/SWCD Annual Report Conference Call
3. Illinois Envirothon
 - Prep for meeting, typed minutes & sent out to group
 - Worked on 5th category resource information
 - Compiling new objectives and resources
 - Created new Policy Section
 - Updated registration forms
 - Researched grant opportunity
 - Attended LUC Envirothon planning meeting
4. QB Meeting Prep, QB report, Education FAC agenda
5. Mailed posters & photos to NACD for competition
6. E-mail, phone calls, organized files, fulfilled resource material requests, completed meeting follow-ups/action items, monthly grant reports, expense report, timesheets, etc

MONTH OF DECEMBER '07

1. Newsletter/Website
 - created newsletter and distributed
 - worked with webmaster
2. Meetings and Conferences
 - December Quarterly Board & X-Mas Party
 - Ag Legislative Day Planning Meeting
 - Weekly Staff meetings
3. Illinois Envirothon
 - Held session at Winter Training
 - Completed final grant report for Canon and sent in
 - Finalized LUC meeting dates for February and March
 - Updated sponsor letter and sent out to SWCDs
 - Responded to LUC 13 Envirothon concerns
 - Researched rule for LUC 2
 - Reviewed and made suggestions to promotional DVD

4. Had employee review with Rich
5. Typed minutes from Education FAC meeting and reviewed December QB mtg. minutes
6. Took region photos at Winter Training
7. Contacted Cyndi Young for Farm Family Emcee
8. Contacted IDOA about meeting for Director Training
9. Contacted IFB concerning Ag Legislative Day logo
10. E-mail, phone calls, organized files, fulfilled resource material requests, completed meeting follow-ups/action items, monthly grant reports, expense report, timesheets, etc

MONTH OF JANUARY '08

1. Newsletter/Website
 - created newsletter and distributed
 - designed new layout for newsletter
 - worked with webmaster – reviewed site, updated info, etc.
2. Meetings and Conferences
 - Weekly Staff meetings
 - ILCAE/ICAE Conference Call
 - Earth Stewardship Planning Meeting
 - Legislative Taskforce Conference Call
 - Meeting with IDOA re: director training (typed minutes & sent back out to group)
 - Met with Alan Gulso re: annual report changes
3. Illinois Envirothon
 - Contacted Allerton Park re: 2008 contract
 - Contacted and finalized soils and forestry presenters for '08 competition
 - Worked on forestry resources
4. Worked on computer to try to resolve technical problem
5. Prepared information for Ag Legislative Day and changes to sponsorship
6. Reviewed and made updates to job description
7. Worked on annual report layout and reports
8. Put Farm Family presentation material together for request from WIU Professor
9. Started working on director training agenda and binder material
10. Updated awards for 2008 and posted to website
11. Worked on ad ideas and suggestions for Illinois Issues
12. Ordered awards for Legislator of the Year and Friend of Conservation
13. Reviewed Local Work Group Letter and sent changes to Paige
14. Worked on Education FAC agenda
15. E-mail, phone calls, organized files, fulfilled resource material requests, completed meeting follow-ups/action items, monthly grant reports, expense report, timesheets, etc

Progress Report-Watershed Liaison Jim Nelson

Association of Illinois Soil and Water Conservation Districts (AISWCD)

Period November 1 through January 31, 2008

Project Schedule

Description	On/Off Schedule	Completion Date
WBP Complete Assistance	On Schedule	May 1, 2008
Draft Report	Not yet due	May 15, 2008
Final Report	Not yet due	June 30, 2008

Attended the Following Meetings and Conferences:

- AISWCD Mid Executive Committee Conf. call
- Farm Progress Show
- IL Urban Manual (IUM) X 2
- IUM conf. call X 3
- IUM Executive Committee Meeting at USEPA
- AISWCD Quarterly Boards
- Lake Bloomington WBP X 5
- Spring Lake WBP X 2
- North Fork Vermilion River WBP X 2
- Bear Creek WBP X 2
- LaMoine Cattle Initiative @ IDNR
- LaMoine Funding Meeting Macomb
- Winter Training (IL Department of Ag)
- Landowner Incentive Program (LIP) Technical
- IL Watershed Association conference call
- Evergreen Lake with Chris D at the AISWCD
- Land Use Council 16
- Water Use Taskforce
- Chris D, Amy W, and Rich N regarding AISWCD pervious driveway, IUM grant application, and Watershed Park funding
- Ready Mixed Association regarding pervious concrete for AISWCD

Completed the Following Documents and Tasks:

- Reviewed and provided comments on several watershed plans
- Gave Power Point Presentation for Winter Training on Impaired Waters
- Revised 319 grant application for IUM
- Sought estimate for porous pavers for AISWCD parking lot
- Sought estimate for pervious concrete driveway
- Worked on invoices for Bureau, Adams/Hancock, Spring Lake, and Vermilion County SWCDs
- Wrote articles for Conservation Catchall
- Organized an IUM executive committee meeting
- Submitted a section on construction site runoff for Lake Bloomington WS plan
- Maintained AISWCD website



Sarah Dillman's Report

AISWCD Administrative Coordinator

November 2007

ICCI - Continued to organize Memorandum of Agreement's from districts. Sent Pool III verification materials to districts.

Quarterly Board- Completed and sent out the December Quarterly Board Packet, reserved rooms for board members, designed the meal menus, and organized the Christmas party.

Illinois Forestry Association (IFA)- I completed two mailings of approximately 1,000 pieces and attended the IFA board of director's meeting at the Ballard Nature Center. Began development on an IFA reference guide and meeting manual to be distributed to board members.

Other Tasks- Paid bills, prepared deposits, completed payroll and monthly taxes, prepared and sent invoices, prepared an agenda for the Board Update conference call, sent Holiday cards, sent monthly financials, reconciled bank statements, prepared and sent correspondence for executive director, e-mail and phone duties, staff meetings, distributed mail, and filed.

December 2007

ICCI - Continued to organize Memorandum of Agreement's from districts. Made phone calls to districts inquiring about verification reports, organized verification summaries, tracked final verification costs, prepared and sent a final invoice, and completed the final report of Pool III for ICCI and sent it to the Chicago Climate Exchange. Also prepared and mailed districts with MOA's for verification a guidebook to the program with frequently asked questions, contact information, and a press release.

Quarterly Board- Attended December Quarterly Board, and took minutes for the Foundation meeting, Board meeting, Executive Committee meeting, Communication Focus Area Committee, and Financial Focus Area Committee. Reviewed and types minutes and had Jim Nelson post them on the website.

Illinois Forestry Association (IFA)- Worked on one mailing, approximately 1,500 pieces completed. Spoke with Ray Herman about continuing development of a IFA reference and meeting guide.

Other Tasks- Paid bills, prepared deposits, completed payroll, monthly and quarterly taxes, prepared and sent invoices, sent monthly financials, reconciled bank statements, prepared and sent correspondence for executive director, ordered office supplies, sought and received bids for postage machine, organized Secret Santa in the office, e-mail and phone duties, staff meetings, distributed mail, and filed.

January 2008

ICCI- Continued to organize Memorandum of Agreement's from districts and sent follow up e-mails to districts that have not responded to the MOA's.

Quarterly Board- Began working on the March 2008 packet. Organized menus and room schedule with hotel.

Illinois Forestry Association (IFA)- Worked on five mailings, approximately 2,950 pieces. Compiled information for reference and meeting guide for the IFA board of directors. Erin Pate helped complete the binders.

Legislative Day 2008- Updated county chairmen database in preparation of the Legislative Day 2008, participated in a conference call to discuss plans for the event, sent information to chairman and districts regarding the event.

Other Tasks- Paid bills, prepared deposits, completed payroll, monthly and end of the year taxes, traveled to the post office to get stamps due to a late arrival of the new postage machine, prepared and sent invoices, sent monthly financials, reconciled bank statements, prepared and sent correspondence for executive director, ordered office supplies, received and created a database of registrants of the 2008 Vermo Composting Symposium, attended a meeting with an auditor who has since bid on the AISWCD FY 2007 audit, sent correspondence for the C-2000 Task Force, received delivery of the new postage machine and began learning to operate the equipment, prepared and mailed the Mid-Executive conference call information to committee members, typed minutes, e-mail and phone duties, staff meetings, distributed mail, and filed.