

**IDEA DIRECTORS MEETING**  
**June 7<sup>th</sup>, 2018**  
**U.S. Forest Service Conference Room**  
**Hyatt Place Boise/Towne Square**  
**925 North Milwaukee Street**  
**Boise, Idaho 83709**  
**MINUTES (DRAFT)**

***Members Present:***

Robbie Taylor, President, Division VI, Kerry Christiansen, Vice-President, Division V, Joyce Smith, Secretary, Division VI, Chris Simons, Treasurer, Division IV, Vicki Lukehart, Historian, Division III and Stephanie Kazyaka, Alternate Director, Division III.

President Robbie Taylor called the meeting to order at 10:00 am MST with the above director's present. Welcome and introductions were made.

Minutes of the teleconference call of February 14<sup>th</sup>, 2018, were reviewed. The minutes had been previously e-mailed to all Directors for review.

***Motion was made by Vickie Lukehart to approve the minutes of the last directors' meeting held February 14th, 2018 by Teleconference, seconded by Kerry Christiansen; motion carried.***

Chris Simons reviewed the Treasurer reports which had been previously provided. There was discussion and review of transactions by account, profit and loss and the budget vs. actual. All financial report documents are from Jan 1, 2018- December 31<sup>st</sup>, 2018. Two districts have not paid dues, Power and Bruneau River. The Envirothon, and Forestry Contest donations have been made in the amount of \$ 450.00 each as per the approved budget. The Idaho Land & Soil judging to be paid later. Five professional growth scholarships have been awarded so far, this year. North Bingham SWCD, South Bingham SCD, Ada SWCD, and two for East & West Cassia SWCD's that had two employees apply for a scholarship. Two Divisions have conducted workshops so far, this year. Divisions 4 and 6 did a joint training in Arco on Quick Books with 12 attending representing 17 Districts.

***Motion was made by Joyce Smith to accept the treasurers reports as given, seconded by Kerry Christiansen; motion carried.***

**New Business:**

Directors discussed the IDEA Recognition Awards at the Annual IDEA luncheon. All the Director's present agreed that the Recognition Awards are very beneficial and would like to continue doing them as funds remain available.

IDEA Directors talked about a possible get away at the 2018 conference. Directors discussed a possible day to visit local attractions in Post Falls. The discussion was tabled to a later date.

### **Liaison Reports**

#### **Soil Water Commission: Teri Murrison & Delwyne Trefz**

Teri reported that the Commission is working on a project page on the SWC's website titled, "projects done the conservation way" site, and are looking at projects dating back to 1985 by the Commission and Districts.

Delwyne stated that Maria Minicucci will be assisting Delwyne with district reports. New changes in financial & match reporting were discussed that include a breakdown of how funds were used, and new guidelines on match funds for claiming rent for office space which will be limited to \$18.00 per square foot and not to exceed 200 square feet which are the current State of Idaho standards. The funding summary page is no longer required for the report. Base funding to remain the same but capacity grant funds could change. Base, Capacity Grant and Operational funding should be distributed to Districts by end of July. Match funds should be out by end of November, possibly sooner.

#### **IASCD: Tom Daniels & Matt Woodard**

Tom provided an update on the November Fall Conference being held in Post Falls, Registration information should be available in September. Tom and Matt expressed their appreciation for IDEA offering their assistance with conference.

**No representative from the NRCS or Auxiliary were in attendance.**

**Meeting adjourned for lunch at 11:30 am**

**Meeting readjourned at 1:00 pm**

### **Old Business**

Directors reviewed the draft 2019 Annual Plan and the current By-Laws. No changes were noted or recommended. An Augmented budget for CY-18 increasing IDEA reserves \$1,000 from \$3,000 to \$4,00 and increasing the six Division workshops from \$500 each to \$600 each, totaling \$600, and increasing scholarships from \$400 to \$800, a total of \$400, was then reviewed.

**A motion to approve the augmented budget was made by Vicki Lukehart, and was 2<sup>nd</sup> by Joyce Smith, motion passed.**

The Policy and Procedures Manual was then reviewed with changes noted.

### **I POLICY**

# b. Contingent on funding, Division workshop funding changed from \$ 500.00 per division to \$ 600.00 per division.

# d. Scholarships were increased from 4 to 8 scholarships per calendar year at \$ 100.00 per scholarship.

### **V PROCEDURES**

**DUES:** Dues increased from \$50.00 per year to \$60.00 per year.

**A motion was made for the changes listed above by Kerry Christiansen and 2<sup>nd</sup> by Chis Simons, motion approved**

The new IDEA agreement with IASCD was reviewed by Directors with no changes noted.

A welcome packet for new employees that included a welcome letter and a resource directory was discussed. The discussion turned to an IDEA sponsoring a binder in each district office on district functions. Also discussed was adding information on district reporting, etc. onto the web site. This will be discussed further at the Directors meeting in November.

The meeting was adjourned at 4:30 PM MST on June 7, 2018.

Respectfully Submitted,  
Joyce Smith, Secretary