

Robert E. Lee Soil & Water Conservation
District 7631-A Richmond Hwy.
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Board of Directors Regular Meeting
Minutes

The Spring House Restaurant
9789 Richmond Hwy., Lynchburg, VA 24504
July 25th, 2024- 6:00pm

Directors:

(Present) Doug Perrow, Treasurer
Bonnie Swanson, Vice Chairperson
Zachary Campbell
Shepard Landrum
Leslie Whealton
Andrew Rousseau

Directors (Absent): Joetricia Humbles, Chairperson
Bruce Jones
Jennifer Elliott

Staff (Present): Katelin Savage, RELSWCD Conservation Education Specialist/OA
Dustin Woodall, RELSWCD Conservation Technician
Myra Parr, RELSWCD Conservation Technician
Stacy Horton, CDC DCR

Staff (Absent): None

Others: Charles Falwell
Kim Steinhorst
Dr. Bob Lockridge
Dee Dee Gillette

CALL TO ORDER: The regular meeting of the Robert E Lee Soil and Water Conservation District Board of Directors was called to order on July 25th, 2024, at 6:03 pm by Bonnie Swanson, Vice Chairperson, at The Spring House Restaurant, 9789 Richmond Hwy., Lynchburg, VA.

Adopting the Agenda: Bonnie Swanson, Vice Chairperson, requested the board review the proposed agenda. **Motion was made to adopt the agenda (Perrow, Campbell passed 6/0).**

Acknowledgement of Guests: Bonnie Swanson, Vice Chairperson, acknowledged the TWID and Timberlake HOA members present; Charles Falwell, Kim Steinhorst, Dr. Bob Lockridge, and Dee Dee Gillette.

Reading and Approval of the June 27th, 2024, Minutes: Bonnie Swanson, Vice Chairperson, asked if there were any questions, concerns or corrections to the meeting minutes as presented. **Motion was made to approve the June 27th, 2024, meeting minutes (Perrow, Campbell passed 5/0)**

TIMBERLAKE WATERSHED IMPROVEMENT DISTRICT PRESENTATION:

Dr. Bob Lockridge provided a presentation on the safety concerns regarding the Timberlake Dam and Buffalo Creek culvert including how TWID is pursuing resolving these issues. Discussion occurred about funding sources and the possibility of attending a VSWC board meeting. Further action to be taken at future meetings.

REPORTS OF OFFICERS/PARTNERS/STAFF

I-Treasurer's Report -June 2024- Doug Perrow, Treasurer, gave the Treasurer's report (copy filed with minutes). Cost Share and Operation Savings bank statements were reconciled to the checkbook and QuickBooks program. No discrepancies noted. Attachment E for the fourth quarter and End of year balances was reviewed. Attachment E reports reconciled with QuickBooks, bank accounts, and CAS suite.

II-DCR Conservation District Coordinator Report- Stacy Horton, CDC provided the July 2024 report. (Copy filed with minutes). PY25 TA policies and return of funds procedures were reviewed. Reminders were given on deliverable items that are due in upcoming months.

***6:52 pm Katelin Savage stepped out**

***6:54 pm Katelin Savage stepped back in**

III-USDA Natural Resources Cons. Service- No report provided.

***7:05 Dustin Woodall stepped out**

***7:08 Dustin Woodall stepped back in**

IV-Virginia Department of Forestry- No report provided.

V-Virginia Cooperative Extension- No report provided.

VI- RELSWCD Conservation Technician Report- Dustin Woodall gave the July 2024 Conservation Technician report (copy filed with minutes).

VII- RELSWCD Conservation Technician Report- Myra Parr gave the July 2024 Conservation Technician report (copy filed with minutes).

VIII- RELSWCD Office Administrator/Education & VCAP Coordinator Report- Katelin Savage provided the July 2024 administrator and education report (copy filed with minutes). The final budget and dedicated reserves list for FY25 was reviewed by the board. **Motion was made to approve the FY25 budget and dedicated reserves list (Perrow, Whealton passed 6/0).** FY25 DCR Admin/Ops and Cost Share/TA grant agreements were reviewed by the board. **Motion was made to accept the FY25 Admin/Ops and Cost Share/TA grant agreements (Perrow, Campbell passed 6/0).**

REPORT OF COMMITTEES: None

UNFINISHED BUSINESS: None

NEW BUSINESS: Doug Perrow, Treasurer, encouraged fellow board members to attend TWID's upcoming meetings.

PUBLIC COMMENT: None

ANNOUNCEMENTS: None

ADJOURNMENT: Motion was made to adjourn (Perrow, Whealton passed 6/0). The meeting adjourned at 7:32 pm.

Bonnie Swanson