

Golden Sands Resource Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
May 25th, 2023
Wood County River Block/Online

Attendees: Gary Beastro (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Bill Clendenning (Wood); Shane Wucherpennig (Member-at-Large); Kendra Kundinger (Golden Sands RC&D Staff); Diane Hanson (Marathon).

CALL TO ORDER: Hernandez called the meeting to order at 9:00 a.m.

INTRODUCTIONS: None required.

APPROVAL OF MINUTES: A motion was made by Walker, which was seconded by Wucherpennig, to approve the minutes from the March 2023 meeting. Motion carried unanimously.

Into Closed Session: N/A

Out of Closed Session: N/A

TREASURER'S AND ENDOWMENT FUND REPORT: The treasurer's report was emailed prior to this meeting. Hilgart reviewed the information. Dispersals and receipts were routine. A motion was made by Wucherpennig, which was seconded by Walker, to forward to the full council. Motion carried unanimously.

Hilgart provided an update on the new payroll software. There will be a once-a-year maintenance payment for this software. Discussion followed on the software license, file backups, and multiple staff having access to this software.

Hilgart is recommending that the council move some of the current funds to a second financial institution. After researching local financial institutions that would fit best for the organization, Hilgart is recommending moving some of the funds to Simplicity Credit Union. Discussion followed and the Committee thanked Hilgart for being proactive in researching this item. Beastro and Hilgart are approved to make transactions on behalf of Golden Sands RC&D. The funding to open the Simplicity Credit Union account should be utilized from the Associated Bank (Money Market Account) as shown below:

1. A Simplicity Credit Union savings account should be opened for \$100.
2. A Simplicity Credit Union Money Market account should be opened for \$150,000.

A motion was made by Wucherpennig, which was seconded by Walker, to approve establishing accounts with Simplicity Credit Union. Motion carried unanimously.

STAFF AND MEMBERSHIP:

Hiring Updates: Nichole Kirk was hired as the Urban Conservation Specialist based out of the Madison NRCS State Office. Garrett Klepitsch was hired as the Regenerative Agriculture Specialist, has a start date in June, and will be based out of Golden Sands RC&D's office.

2024 Voluntary Membership Dues: Invoices for 2024 will be sent out for County budget planning purposes.

Honoring Al Barden: Kunding mentioned that Thorstenson is looking at different options and will provide updates via email.

National RD&D: Walker did some research and stated that he likes the idea of collaborating with the National Association, but at this time does not see any value in the association. According to Hilgart, Golden Sands RC&D hasn't paid national dues since 2017, because it appeared that there was not much assistance from the membership. Kunding stated that it appears that some restructuring of the Association is currently occurring and that this could be revisited in a year or two after this has been completed.

POLICY & PROCEDURE:

2023 Employee Handbook Updates: The Personnel Policies & Procedures Handbook was updated with minor changes to the New Hire section and Benefits section related to the retirement plan. A motion was made by Walker, which was seconded by Beastron, to forward to the full council. Motion carried unanimously.

PR & COMMUNICATIONS:

Newsletter: Kunding reported that the newsletters continue to be distributed in a timely manner.

Website: Kunding showed the updated staff page, which now features the kind of work/services that are performed by each position. Kunding provided options for how the staff background information could be included on the website or on social media.

OTHER BUSINESS: None

ADJOURNMENT: The meeting was adjourned at 9:40 a.m. upon a motion made by Wucherpennig, which was seconded by Walker.

Respectfully submitted,

Diane Hanson
Temporary Recording Secretary