

**DEKALB COUNTY SOIL AND WATER
CONSERVATION DISTRICT
AGENDA**

**Wednesday January 8, 2020
Monthly Board Meeting Time 12:30 p.m.
Light lunch at Noon**

Call to Order: 12:30 p.m.

Approval:

1. January 8, 2020 Agenda
2. December 11, 2019 Minutes
3. Treasurers Report

Reports:

1. NRCS
2. Natural Resources Education (U of I Extension)
3. Resource Conservationist
4. Executive Director

Operations:

1. Correspondence
2. Time Sheets

Unfinished Business:

- 1.

New Business:

1. Envirothon Donation 2020
2. Watershed Planning Update
3. Strategic Plan and looking forward into 2020

Next Meeting: The next scheduled Board Meeting is February 12, 2019 at **12:30** p.m. at the DeKalb County SWCD Conference room. Lunch will be at noon.

*Our mission is to responsibly conserve healthy soil and clean water for all generations
Celebrating 73 years of Service to DeKalb County*



Meeting Minutes DeKalb County Soil and Water Conservation District

Call to order

A meeting of the DeKalb County SWCD was held at the DeKalb County Farm Bureau Center for Agriculture in Sycamore Illinois on December 11, 2019. The meeting was called to order by Chairman John Begun at 12:30 p.m.

Attendees

Attendees included: Directors, John Begun, Paul Kuhn, Lynn Martz and Scott Pumroy

Associate Directors: Paul Dreska, Rick Bend, Anita Zurbrugg and Byron Cann

Staff: Dean Johnson and Jeff Woodyatt

NRCS:

Guest:

Directors not in attendance

Members not in attendance included: Dan Kenney

Approval of the agenda

Motion to approve agenda made by: Director Martz, Seconded by Director Kuhn, approved.

Approval of minutes

Motion to approve minutes of the November 13, 2019 meeting made by: Director Kuhn, seconded by Director Pumroy, approved.

Approval of Treasurers Report

Motion to approve the Treasures Report made by: Director Kuhn and seconded by Director Martz, approved.

Reports

NRCS Report: Acting District Conservationist Lori Younker provided a written update as to the activities of the NRCS in the month of November and the outlook for December.

SWCD Resource Conservationist: Jeff Woodyatt provided a written report of the activities of the Resource Conservationist for the month of November and the outlook for activities occurring in December.

SWCD Executive Director: Dean Johnson provided a written report of the activities of the Executive Director for the month of November and the outlook for December.

University of Illinois Natural Resources Educator: No Report

Correspondence

Cover Crop Insurance rebate sign-up will begin December 15th on a first come first serve basis. 56,000 acres are available this year for this pilot program.

Dean and Jeff attended Winter Training, both of them learned from some good sessions.

The District has changed internet providers to Comcast Business which is a savings of approximately \$20 per month and provides a better product.

There is no information on when this years' allocation will be released to the Districts. We are already 6 months into the year.

Dean and Jeff will start receiving coverage on the States Health Insurance plan January 1, 2020. The Department of Ag is covering approximately 75% of the cost the District will pay the balance and will be a part of the Employees compensation package.

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Begun

Unfinished business

None

New business

Natural Resource Information Report: Director Martz moved to approve NRI report 704, Krpan Acres in the City of Sycamore. Director Kuhn seconded the motion, motion carried.

Employee Christmas Bonus: Director Martz moved to give each employee Dean Johnson and Jeff Woodyatt a \$250.00(net) Christmas bonus. Director Kuhn seconded the motion, motion carried.

Employee Contracts: Director Pumroy moved to approve the negotiated employee contracts with Dean Johnson and Jeffery Woodyatt for 2020. Director Martz seconded the motion, motion carried.

Adjournment

Motion to Adjourn: Director Pumroy , seconded by Director Kuhn, motion carried. Meeting adjourned at 1:00 p.m.

Announcements

The next meeting of the DeKalb County SWCD will be January 8, 2020 at 12:30 p.m.. The meeting will be held in the SWCD conference room located in the DeKalb County Farm Bureau's Center for Agriculture in Sycamore, Illinois. A light lunch will be at noon.

Chairman

Date

DeKalb County SWCD

12/31/2019 1:55 PM

Register: 1000 · UNRESTRICTED CASH:1002 · IL FUNDS OPERATIONS ACCOUNT:1002.01 · General Operations

From 12/01/2019 through 12/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/04/2019	1577	Dean H Johnson	-split-		1,747.97			89,488.98
12/04/2019	1578	Jeffery P. Woodyatt	-split-		1,183.22			88,305.76
12/05/2019	1579	Comcast	6021 · INTERNET/W...		186.85			88,118.91
12/05/2019	1580	Shaw Media	5350 · Director Expens...	Nomination not...	58.90			88,060.01
12/06/2019	To Print	FirStar	-split-	36-2438424	1,485.14			86,574.87
12/06/2019	To Print	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	329.70			86,245.17
12/09/2019	1581	Applied Ecological S...	6500 · Reimbursed Ex...	Watershed Plan	5,771.75			80,473.42
12/10/2019	1582	Martenson Seed	6500 · Reimbursed Ex...	Oats	117.87			80,355.55
12/11/2019	1583	Country Store and ca...	5350 · Director Expens...	Board Meeting ...	349.25			80,006.30
12/11/2019	1584	Dean H Johnson	-split-	VOID:		X		80,006.30
12/11/2019	1586	Dean H Johnson	-split-		250.00			79,756.30
12/11/2019	1587	Jeffery P. Woodyatt	-split-		250.00			79,506.30
12/11/2019	1588	Jeffery P. Woodyatt	-split-		2,001.66			77,504.64
12/13/2019	1589	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas	167.05			77,337.59
12/13/2019	1590	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone	134.16			77,203.43
12/19/2019	1591	Dean H Johnson	-split-		1,747.97			75,455.46
12/19/2019	1592	Jeffery P. Woodyatt	-split-		1,183.22			74,272.24
12/19/2019	1593	Jeffery P. Woodyatt	-split-		7,229.27			67,042.97
12/23/2019		Triple H Farm	1200 · Accounts Recie...				30.00	67,072.97
12/23/2019		Elite Sow Center	1200 · Accounts Recie...				175.00	67,247.97
12/27/2019	1594	PNC Bank	2050 · CREDIT CARDS	Visa	290.94			66,957.03
12/27/2019	1595	PNC Bank	2050 · CREDIT CARDS	Visa	1,102.06			65,854.97
12/27/2019	1596	Comcast	6021 · INTERNET/W...		86.90			65,768.07
12/30/2019			-split-	Deposit			600.00	66,368.07
12/30/2019		Gene Heinsohn	1200 · Accounts Recie...				562.36	66,930.43
12/31/2019	1597	Dean H Johnson	-split-		1,900.61			65,029.82
12/31/2019	1598	Jeffery P. Woodyatt	-split-		1,415.31			63,614.51

DeKalb County SWCD

12/31/2019 1:59 PM

Register: 2050 · CREDIT CARDS

From 12/01/2019 through 12/31/2019

Sorted by: Date, Type, Number/Ref

Date	Ref.	Payee	Account	Memo	Charge	C	Payment	Balance
12/02/2019		Office Max	6000 · OFFICE EXPE...	Office Supplies	119.99	X		832.72
12/02/2019		Smokey Bones	6060 · CONFERENCE...	Winter Training	63.06	X		895.78
12/03/2019		Blue Margarita	6060 · CONFERENCE...	Winter Traing ...	63.76	X		959.54
12/04/2019		Circle K	6150 · VEHICLES EX...	Vehicle Expense	45.01	X		1,004.55
12/04/2019		Northfield Inn & Suit...	6060 · CONFERENCE...	Hotel Charge ...	384.20	X		1,388.75
12/07/2019		Intuit	6000 · OFFICE EXPE...	Intuit Payroll	4.25	X		1,393.00
12/11/2019		Office Max	6000 · OFFICE EXPE...	Office Supplies	18.28			1,411.28
12/12/2019		Farm & Fleet	6100 · REPAIRS & M...	Scale	38.49			1,449.77
12/12/2019		Farm & Fleet	6000 · OFFICE EXPE...	Batteries	8.79			1,458.56
12/12/2019		Casey's General Store	6051 · MEALS AND ...	Lunch when se...	6.80			1,465.36
12/12/2019		Casey's General Store	6051 · MEALS AND ...	Lunch when se...	11.20			1,476.56
12/13/2019		Office Max	6000 · OFFICE EXPE...	Office Supplies	10.69			1,487.25
12/13/2019		USPS	6010 · DELIVERY:60...	Postage	7.35			1,494.60
12/19/2019		USPS	6010 · DELIVERY:60...	Postage	55.00			1,549.60
12/23/2019		EnviroCert Internatio...	5410 · Licenses/Fees:5...	CPESC Fee	146.00			1,695.60
12/27/2019	1594	PNC Bank	1000 · UNRESTRICT...	Act. Dean			290.94	1,404.66
12/27/2019	1595	PNC Bank	1000 · UNRESTRICT...	Act. Jeff			1,102.06	302.60

DeKalb County SWCD

Balance Sheet

As of December 31, 2019

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · UNRESTRICTED CASH	63,648.11
1003 · Certificate of Deposits	<u>120,000.00</u>
Total Checking/Savings	183,648.11
Accounts Receivable	
1200 · Accounts Recievable	5,700.16
Total Accounts Receivable	<u>5,700.16</u>
Other Current Assets	
1350 · Assets Held by DCFB Foundation	38,861.31
1355 · Accounts Held by DCCF	<u>71,317.89</u>
Total Other Current Assets	<u>110,179.20</u>
Total Current Assets	299,527.47
Fixed Assets	
1510 · OFFICE FURN, FIX, & EQUIPMENT	1,842.97
1520 · EQUIPMENT	17,741.84
1530 · VEHICLES	<u>14,305.00</u>
Total Fixed Assets	<u>33,889.81</u>
TOTAL ASSETS	<u><u>333,417.28</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · CREDIT CARDS	240.25
Total Credit Cards	240.25
Other Current Liabilities	
2100 · PAYROLL LIABILITIES	8,130.23
2155 · Accured Wages	1,810.94
2160 · Accured Vacation	<u>9,843.91</u>
Total Other Current Liabilities	<u>19,785.08</u>
Total Current Liabilities	<u>20,025.33</u>
Total Liabilities	20,025.33
Equity	
3900 · Retained Earnings	390,717.59
Net Income	<u>-77,325.64</u>
Total Equity	<u>313,391.95</u>
TOTAL LIABILITIES & EQUITY	<u><u>333,417.28</u></u>

DeKalb County SWCD
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · State Government Support	0.00	40,721.65	-40,721.65	0.0%
4150 · State Government Support/CPP	0.00	0.00	0.00	0.0%
4200 · Local Government Support	28,000.00	28,000.00	0.00	100.0%
4250 · Township support	1,250.00	2,000.00	-750.00	62.5%
4300 · Other Public Support	1,000.00	42,800.00	-41,800.00	2.3%
4355 · DCCF Watershed Coordinator Gran	0.00	25,000.00	-25,000.00	0.0%
4400 · Sales	8,949.10	67,450.00	-58,500.90	13.3%
4615 · Contract Labor	5,273.36	7,500.00	-2,226.64	70.3%
4800 · Interest	0.00	5,000.00	-5,000.00	0.0%
4900 · Other	25,532.03	0.00	25,532.03	100.0%
4901 · Reimbursements	17,880.26	500.00	17,380.26	3,576.1%
4975 · Gain/(Loss) on Assets DCFBFound	1,801.02	0.00	1,801.02	100.0%
4980 · Gain/(Loss) on Assets at DCCF Fo	948.50	0.00	948.50	100.0%
Total Income	90,634.27	218,971.65	-128,337.38	41.4%
Cost of Goods Sold				
5000 · COST OF GOODS SOLD	27,004.35	30,900.00	-3,895.65	87.4%
Total COGS	27,004.35	30,900.00	-3,895.65	87.4%
Gross Profit	63,629.92	188,071.65	-124,441.73	33.8%
Expense				
5100 · PAYROLL EXPENSES	76,912.26	132,679.38	-55,767.12	58.0%
5200 · PROGRAM EXPENSE	10,331.00	0.00	10,331.00	100.0%
5250 · EDUCATION AND PROMOTION	57.99	1,300.00	-1,242.01	4.5%
5300 · INSURANCE	0.00	0.00	0.00	0.0%
5350 · Director Expense	2,895.61	3,390.00	-494.39	85.4%
5400 · PROFESSIONAL SERVICES	2,180.00	3,150.00	-970.00	69.2%
5410 · Licenses/Fees	146.00	229.00	-83.00	63.8%
6000 · OFFICE EXPENSE	884.64	4,500.00	-3,615.36	19.7%
6005 · Bank Charges	40.90			
6010 · DELIVERY	225.60	650.00	-424.40	34.7%
6020 · TELEPHONE	804.75	1,625.00	-820.25	49.5%
6021 · INTERNET/WEBSITE	984.37	1,505.00	-520.63	65.4%
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	426.80	2,020.00	-1,593.20	21.1%
6050 · TRAVEL	101.63	125.00	-23.37	81.3%
6051 · MEALS AND ENTERTAINMENT	153.29	200.00	-46.71	76.6%
6060 · CONFERENCES/TRAINING	2,167.27	1,240.00	927.27	174.8%
6100 · REPAIRS & MAINTENANCE	69.68	1,000.00	-930.32	7.0%
6150 · VEHICLES EXPENSE	2,880.61	4,400.00	-1,519.39	65.5%
6500 · Reimbursed Expenses	39,693.16	0.00	39,693.16	100.0%
7000 · Balance Adjustments	0.00	0.00	0.00	0.0%
8999 · Other Expense	0.00	0.00	0.00	0.0%
Total Expense	140,955.56	158,013.38	-17,057.82	89.2%
Net Ordinary Income	-77,325.64	30,058.27	-107,383.91	-257.3%

DeKalb County SWCD
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	<u>Jul '19 - Jun 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>-77,325.64</u>	<u>30,058.27</u>	<u>-107,383.91</u>	<u>-257.3%</u>