

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

**Wednesday August 14, 2019
Monthly Board Meeting Time 7:00 p.m.**

Call to Order: 7:00 p.m.

Approval:

1. August 14, 2019 Agenda
2. July 10, 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. Approve updated 2019/20 budget

New Business:

1. CPP Applications for Cover Crops: Aves, Bend and Brummel
2. Affirmation of approved Prevent Plant Cover Crop Applications.
3. Approve CPP Average Cost Share list for FY20

Next Meeting: The next scheduled Board Meeting is September 11, 2019 at 7:00 p.m. at the DeKalb County SWCD Conference room.

*Our mission is to responsibly conserve healthy soil and clean water for all generations
Celebrating 72 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 July 10, 2019. The meeting was called to order by Chairman John Begun at 7:00 p.m.

Attendees

Attendees included: Directors, John Begun, Dan Kenney, Paul Kuhn and Lynn Martz

Associate Directors: Nick Moore, Byron Cann, Gordon Kohn and Rick Bend

Staff: Dean Johnson and Jeff Woodyatt

NRCS: Clint Gwaltney

Guest:

Directors not in attendance

Members not in attendance included: Scott Pumroy

Approval of the agenda

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

Approval of minutes

Motion to approve minutes of the June 12, 2019 meeting made by: Director Kuhn, seconded by Director Martz, motion carried.

Approval of Treasurers Report

Motion to approve the Treasures Report made by: Director Martz, seconded by Director Kuhn, motion carried.

Reports

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

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

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

University of Illinois Natural Resources Educator: No Report

Correspondence

Update on the Prevent Plant Cover Crop Program through the Illinois Department of Agriculture. Over 60 applications and more than 13,000 acres have been pre approved in DeKalb County.

Director Workshop has been changed to August 12th and will be held at the DeKalb County Farm Bureau. Directors will need to sign up with Steve Chard at the AISWCD.

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Begun

Unfinished business

None

New business

Resolutions for Annual Meeting: The Board reviewed the 4 proposed resolutions for the AISWCD annual meeting and provided suggestions and guidance to the Delegate (John Begun). The board was not in favor of moving the AISWCD Annual Meeting to the winter months; the other resolutions provided no objections from the board.

CPP Applications: Director Kenney moved to approve the CPP applications for Ken Dander for \$2927.00 to construct a grassed waterway, Mark Hawkins for \$1200.00 cover crop. Seconded by Director Martz, motion carried.

Adjournment

Motion to Adjourn: made by Director Begun, the motion was seconded by Director Martz, motion carried. Meeting adjourned at 7:50 p.m.

Announcements

The next meeting of the DeKalb County SWCD will be August 14, 2019 at 7:00 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.

Chairman

Date

DeKalb County SWCD

8/6/2019 3:24 PM

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

From 07/01/2019 through 07/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
07/01/2019		John Letzter	1200 · Accounts Recie...			175.00	138,873.97
07/03/2019	1497	Dean H Johnson	-split-		1,747.98		137,125.99
07/03/2019	1498	Jeffery P. Woodyatt	-split-		1,183.22		135,942.77
07/05/2019		Pete Harkness	1200 · Accounts Recie...			274.32	136,217.09
07/08/2019		Kohler Family Partne...	1200 · Accounts Recie...			841.96	137,059.05
07/08/2019	To Print	FirStar	-split-	36-2438424	1,485.14		135,573.91
07/08/2019	To Print	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	329.70		135,244.21
07/12/2019		Walt Herrmann	1200 · Accounts Recie...			175.00	135,419.21
07/12/2019	1499	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas	163.73		135,255.48
07/12/2019	1500	Applied Ecological S...	6500 · Reimbursed Ex...	Watershed Plan	5,261.70		129,993.78
07/12/2019	1501	Applied Ecological S...	6500 · Reimbursed Ex...	Watershed Plan	2,463.00		127,530.78
07/12/2019	1502	SWCD Insurance Gr...	-split-	LTD, STD, Lif...	397.36		127,133.42
07/17/2019	1505	PNC Bank	2050 · CREDIT CARDS	Visa	471.34		126,662.08
07/17/2019	1506	PNC Bank	2050 · CREDIT CARDS	Visa	23.50		126,638.58
07/17/2019	1507	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone	134.09		126,504.49
07/17/2019	1508	Frontier	6021 · INTERNET/W...	Internet and ph...	108.54		126,395.95
07/17/2019	1503	Dean H Johnson	-split-		1,747.97		124,647.98
07/17/2019	1504	Jeffery P. Woodyatt	-split-		1,183.22		123,464.76
07/18/2019			-split-	Deposit		830.00	124,294.76
07/19/2019	1509	DeKalb County Com...	6500 · Reimbursed Ex...	Bus Tour Trans...	345.00		123,949.76
07/22/2019		Kohler Family Partne...	1200 · Accounts Recie...			435.00	124,384.76
07/22/2019	1510	DeKalb County Phea...	6030 · DUES/PUBLIC...	Corporate Spo...	250.00		124,134.76
07/23/2019	To Print	Illinois Director of E...	2100 · PAYROLL LIA...	0806879-3	31.90		124,102.86
07/23/2019	To Print	Illinois Director of E...	2100 · PAYROLL LIA...	0806879-3	97.70		124,005.16
07/23/2019	dean		5100 · PAYROLL EX...	to adjust payrol...		97.70	124,102.86
07/24/2019		Biddle Bros	1200 · Accounts Recie...			619.00	124,721.86
07/31/2019	1511	Dean H Johnson	-split-		1,747.97		122,973.89
07/31/2019	1512	Jeffery P. Woodyatt	-split-		1,183.22		121,790.67

DeKalb County SWCD

8/6/2019 3:26 PM

Register: 2050 · CREDIT CARDS

From 07/01/2019 through 07/31/2019

Sorted by: Date, Type, Number/Ref

Date	Ref.	Payee	Account	Memo	Charge	C	Payment	Balance
07/07/2019		Intuit	6000 · OFFICE EXPE...	Intuit Payroll	4.25	X		439.84
07/08/2019		USPS	6010 · DELIVERY:60...	Postage	55.00	X		494.84
07/10/2019		Dairy Queen	5350 · Director Expens...	Board Meeting	20.33			515.17
07/15/2019		Chesapeake Seafood ...	6060 · CONFERENCE...	Summer Confe...	48.87			564.04
07/15/2019		Crown Plaza	6060 · CONFERENCE...	Summer Confe...	96.05			660.09
07/15/2019		Crown Plaza	6060 · CONFERENCE...	Summer Confe...	96.05			756.14
07/16/2019		Circle K	6150 · VEHICLES EX...	Vehicle Expense	43.22			799.36
07/16/2019		Crown Plaza	6060 · CONFERENCE...	Summer Confe...	146.88			946.24
07/16/2019		Crown Plaza	6060 · CONFERENCE...	Summer Confe...	152.36			1,098.60
07/16/2019		Crown Plaza	6060 · CONFERENCE...	Summer Confe...	152.36			1,250.96
07/17/2019	1505	PNC Bank	1000 · UNRESTRICT...	Act. 0548 Dean			471.34	779.62
07/17/2019	1506	PNC Bank	1000 · UNRESTRICT...	Act. 2562 Jeff			23.50	756.12
07/24/2019		Best Buy	6000 · OFFICE EXPE...	Weboot Securit...	53.99			810.11

DeKalb County SWCD
Balance Sheet
As of August 6, 2019

	<u>Aug 6, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · UNRESTRICTED CASH	121,824.27
1003 · Certificate of Deposits	120,000.00
Total Checking/Savings	241,824.27
Accounts Receivable	
1200 · Accounts Recievable	3,448.41
Total Accounts Receivable	3,448.41
Other Current Assets	
1350 · Assets Held by DCFB Foundation	37,289.58
1355 · Accounts Held by DCCF	70,369.39
Total Other Current Assets	107,658.97
Total Current Assets	352,931.65
Fixed Assets	
1510 · OFFICE FURN, FIX, & EQUIPMENT	0.00
1520 · EQUIPMENT	23,422.84
1530 · VEHICLES	18,822.00
Total Fixed Assets	42,244.84
TOTAL ASSETS	<u>395,176.49</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · CREDIT CARDS	1,349.09
Total Credit Cards	1,349.09
Other Current Liabilities	
2100 · PAYROLL LIABILITIES	3,393.19
2155 · Accured Wages	1,192.54
2160 · Accured Vacation	8,150.74
Total Other Current Liabilities	12,736.47
Total Current Liabilities	14,085.56
Total Liabilities	14,085.56
Equity	
3900 · Retained Earnings	401,039.46
Net Income	-19,948.53
Total Equity	381,090.93
TOTAL LIABILITIES & EQUITY	<u>395,176.49</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	42,650.00	-42,650.00	0.0%
4150 · State Government Support/PPP	0.00	0.00	0.00	0.0%
4200 · Local Government Support	0.00	28,000.00	-28,000.00	0.0%
4250 · Township support	750.00	2,000.00	-1,250.00	37.5%
4300 · Other Public Support	0.00	42,800.00	-42,800.00	0.0%
4355 · DCCF Watershed Coordinator Gran	0.00	25,000.00	-25,000.00	0.0%
4400 · Sales	80.00	67,450.00	-67,370.00	0.1%
4615 · Contract Labor	619.00	7,500.00	-6,881.00	8.3%
4800 · Interest	0.00	5,000.00	-5,000.00	0.0%
4900 · Other	435.00	0.00	435.00	100.0%
4901 · Reimbursements	0.00	500.00	-500.00	0.0%
4975 · Gain/(Loss) on Assets DCFBFound	0.00	0.00	0.00	0.0%
4980 · Gain/(Loss) on Assets at DCCF Fo	179.09	0.00	179.09	100.0%
Total Income	2,063.09	220,900.00	-218,836.91	0.9%
Cost of Goods Sold				
5000 · COST OF GOODS SOLD	0.00	30,900.00	-30,900.00	0.0%
Total COGS	0.00	30,900.00	-30,900.00	0.0%
Gross Profit	2,063.09	190,000.00	-187,936.91	1.1%
Expense				
5100 · PAYROLL EXPENSES	11,877.22	132,679.38	-120,802.16	9.0%
5200 · PROGRAM EXPENSE	0.00	0.00	0.00	0.0%
5250 · EDUCATION AND PROMOTION	0.00	1,300.00	-1,300.00	0.0%
5300 · INSURANCE	0.00	0.00	0.00	0.0%
5350 · Director Expense	20.33	3,390.00	-3,369.67	0.6%
5400 · PROFESSIONAL SERVICES	0.00	3,150.00	-3,150.00	0.0%
5410 · Licenses/Fees	0.00	229.00	-229.00	0.0%
6000 · OFFICE EXPENSE	487.22	4,500.00	-4,012.78	10.8%
6010 · DELIVERY	165.00	650.00	-485.00	25.4%
6020 · TELEPHONE	134.09	1,625.00	-1,490.91	8.3%
6021 · INTERNET/WEBSITE	108.54	1,505.00	-1,396.46	7.2%
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	250.00	2,020.00	-1,770.00	12.4%
6050 · TRAVEL	0.00	125.00	-125.00	0.0%
6051 · MEALS AND ENTERTAINMENT	0.00	200.00	-200.00	0.0%
6060 · CONFERENCES/TRAINING	692.57	1,240.00	-547.43	55.9%
6100 · REPAIRS & MAINTENANCE	0.00	1,000.00	-1,000.00	0.0%
6150 · VEHICLES EXPENSE	206.95	4,400.00	-4,193.05	4.7%
6500 · Reimbursed Expenses	8,069.70	0.00	8,069.70	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	22,011.62	158,013.38	-136,001.76	13.9%
Net Ordinary Income	-19,948.53	31,986.62	-51,935.15	-62.4%
Net Income	-19,948.53	31,986.62	-51,935.15	-62.4%