**Planning Meeting Agenda** – *August 4, 2021 3:30 PM*

**Supervisors in Attendance**: Jennifer Casey (Chair), Allen Moore (Treasurer)

\*No in-person quorum

**Other Staff:** Thea Baker (District Aide), Alison O’Donoughue (Urban Ag. Coordinator)

**Call to Order:** Chairwoman Casey Called to order at 3:38 PM

**Chairperson’s Remarks:** none

**Public Comment:** none

**Agency Reports:** none

**Previous Board Minutes:**  1/20 Full Board, 6/2 Planning, 6/16 Full Board Minutes to be voted on at next meeting.

**Treasurer’s Report:**

* *Floaters expense needs to be attributed to JEBP funds and not Urban Ag grant*
* *Small discrepancy on reimbursement check to Urban Ag Coordinator, will be corrected on next reimbursement check*

**Old Business:**

* Report - 68th Anniversary Celebration/2021 Conservation Teacher of the Year
	+ *Celebration went well. Amount of raised funds discussed. Need receipt for flowers, even if it’s just an email. Follow-up with Ashantae Green about emailed invoice.*
	+ *Potential reimbursement for Ashantae Green out of pocket spending*

**Committee Reports:**

* 2021 State Speech & Poster Contest - Allen Moore
	+ *Everything taken care of. Need to approve some funds for contest at next meeting.*
* S-Line Regeneration Project – Alison O’Donoughue
	+ 60-day review/update work hours
		- *Review will be sent in mail with next paycheck*
		- *Consent Agenda for next meeting: New Salary would be $446.20 gross per week, reduced hours to 20 hours/week. This would start the week beginning August 9th and will be reflected on first paycheck on 23rd. It will be retroactive on consent agenda.*
	+ Report submitted
		- *Good turnout at bioswale event. A lot of productivity with the workday portion. Josh Rosenburg rented excavator and pulled out old plant material and volunteers laid mulch..*
		- *Future workshops:*
			* *Josh Rosenburg out of town until early September. When he comes back we will install plant material along bioswale. Which gives us more time to receive all the mulch/wood chip drop.*
			* *Planting the bioswale (date needed)*
			* *Work day to spread mulch and inoculate with soil life organic mix (date needed)*
			* *Last workshop will be on the pollinators, likely Sept or Oct depending on when mulch gets spread.*
		- *Allison to coordinate with Josh on dates and bring flyers to next meeting*
		- *Need money for 3 more signs that explain the project due to multiple residents coming up and asking what was going on. People are excited but unsure of what’s going on and are apprehensive. Approve up to $75 for 3 signs (This will be on Consent Agenda) out of urban ag budget.*
	+ JEPB Environmental Symposium Oct 15, 2021
* Start Farming Mentorship – Jennifer Casey
	+ *Report Submitted*

**New Business:**

* Affiliate Member Reappointment
	+ *Josh Rosenburg expressed interest for reappointment for another 2 year term.*
	+ *Tiffany’s term ended in July. She has expressed interest and will consider rejoining us in 2022.*
	+ *Thea to Draft Letter to Tiffany thanking her for service*
* 2021 Local Working Group Meeting – AFCD requests date
* *Consent Agenda Drafted for next meeting*

**Requests for Service:** JUL request for speaker

**Public Comment:** None

**Board Member & Affiliate Comments:**

*One comment from Regeneration Park: “this would be nice if it was geared towards what people could do at home”. Allison to coordinate with extension office to share what they’re doing as it is more applicable to what can be done at home.*

**Next Full Board Meeting:** August 18, 2021, Duval Ag. Extension Office

**Adjourn:**