** Duval County Soil and Water Conservation District**

**FULL BOARD**

**Wednesday, November 20, 2019 3:30 p.m.**

**Duval Agricultural Extension Office**

**1010 N. McDuff Ave, Jacksonville, FL 32254**

Supervisors in Attendance: Allen Moore, Ed Wright, Hunter Anderson, Jennifer Casey, James Cook

Affiliate Members: Antoinette Jones, Joshua Rosenberg,

Partners: Jon Johnson (FFS)

General Public: None

Meeting Called to Order: 3:30 p.m.

1. Silent Prayer/Pledge of Allegiance
2. Opening Comments from the Chair – It was a full month and we set high attendance records for our last Full Board meeting and our Start Farming event
3. Partner Comments
   1. Jon Johnson (FFS)
      1. Recently worked with students finishing fire school, is planning participation in Envirothon, an Arbor Day event in January and the Jacksonville Arbor Day event in April with COJ, as well as other community engagement projects
      2. FFS has many land management and stewardship plans in process for landowners in Duval County
      3. Chairman states that we can strengthen our partnership and coordinate with various agencies to maximize all our efforts
   2. Al Oliver (NRCS)
      1. Not in attendance - Will submit report by email for the record
4. Secretary’s Report – Jennifer Casey
   1. Minutes from last meeting

MOTION by Jennifer Casey to approve the Full Board minutes from 10/16/19, Plan of Work Subcommittee minutes from 11/5/19, and Local Working Group minutes from 11/6/19

SECOND by James Cook

IN FAVOR Unanimous

* 1. Report from 10/23/19 Special Meeting is provided by Allen and reviewed

MOTION by Jennifer Casey to approve the Special Meeting report from 10/23/19

SECOND by James Cook

IN FAVOR Unanimous

1. Treasurer’s Report – Hunter Anderson
   1. September Expenses: $182.90 (Tabling materials, Treat Our Teachers event costs). September Income: $230.00 ($100.00 sponsorship check, $130.00 refund for AFCD event registration). Balance: $5,396.38. Anticipated Income: $5000.00 (JEPB grant 2nd installment). Anticipated Expenses: $70.00 reimbursement for Env. Symposium, $40.00 excess cost for Env. Symposium, $250.00 Farm City lunch donation, $79.00 website renewal, $268.00 brochures, $47.95 Buttons.
   2. October Expenses: $759.95 ($70.00 reimbursement for Env. Symposium, $40.00 excess cost for Env. Symposium, $250.00 Farm City lunch donation, $79.00 website renewal, $268.00 brochures, $47.95 Buttons). October Income: 0. Balance: $4,636.43. Anticipated Income: $5000.00 (JEPB grant 2nd installment). Anticipated Expenses: $75.99 business cards for affiliates, $200.00 Treat Our Teachers event costs, brochure reimbursement, photo contest award, special district fee, AFCD membership fees, Envirothon mailing receipts

MOTION by Hunter Anderson to approve Treasury Reports from September and October 2019

SECOND by James Cook

IN FAVOR Unanimous

MOTION by James Cook to pay Special District fee of $175.00

SECOND by Hunter Anderson

IN FAVOR Unanimous

MOTION by Hunter Anderson to pay NACD membership fees in the amount of $125.00

SECOND by James Cook

IN FAVOR Unanimous

MOTION by Hunter Anderson to approve a $25 award for each category win in this year’s contest

SECOND by James Cook

IN FAVOR Unanimous

1. Supervisor Training – Ed Wright
   1. Ed sent the titles of the two training videos to view before the end of year to count toward 2019 required training and a face to face training will occur in 2020
   2. Jennifer will prepare a form to sign upon completion for the record
2. Annual Report – Tiffany Bess is designing
3. Website Ad Request – Josie will send an email to realtor to decline
4. Tabling Events
   1. Root 2 STEM Science Symposium – James attended the event where the focus was on composting and workshops. High school and college students were in attendance. He recommends we participate in future events.
   2. STEM Night in Hilliard – Did not attend and Josie will send regrets on behalf of the board
   3. Dinsmore Elementary – No one was available to attend
   4. Josie will make a document on the shared drive with all tabling requests for board members to note their availability or commitment
   5. All board member should have 25 copies of each of our primary materials (DSWCD brochures and Poster & Speech Contest forms) on hand if needed
   6. Allen will send a link to other types of materials available for our tabling events
   7. No response yet to our available position of Educational Programs coordinator, but it has been shared to Facebook
5. Bylaws –Ed will call John Barnes for an update
6. Treat Our Teachers Oct Meeting – Jennifer Casey
   1. Attendance not as high for this second event, but we did have teachers from Clay, Duval, Nassau counties present
   2. Jennifer will be meeting with Susan Carew of DCPS Green Champions and will discuss ideas to continue our outreach to teachers
7. Start Farming Panel – Jennifer Casey
   1. Wonderful event with approximately 70 people in attendance
   2. Ad on Facebook was seen by over 18k people – over 600 FB responses
   3. Eventbrite worked very well for registration and attendance
   4. Consider the middle of November next year for a date not too close to Jacksonville Fair
   5. The information about this year’s event was not easily accessible on our website
8. Local Working Group – Ed Wright
   1. Next year we need to get RSVPs and need to announce date of stakeholders meeting
   2. Consider emailing attendees with the minutes and date for stakeholders meeting
   3. We need resource concerns to submit to the NRCS state committee by Dec 4

MOTION by Jennifer Casey to cancel January 1, 2020 Plan of Work Subcommittee meeting due to the holiday

SECOND by Ed Wright

IN FAVOR Unanimous

MOTION by James Cook to schedule the Local Working Group Stakeholders Meeting for January 8, 2020 at 3:30 at the County Extension (pending availability)

SECOND by Ed Wright

IN FAVOR Unanimous

1. 2020 Envirothon Report- Next meeting is Dec 5 at 3:30 p.m. at Extension office
2. 2020 Land Judging Competition – Diamond D to host the 2020 competition
3. 2020 Speech and Poster Contest
   1. We need a blog post in order to advertise the event
   2. Jennifer will send Josie a list of all website updates needed for past and future events
4. MOU with Wealth Watchers – We need to document our arrangement for the A Philip Randolph park project
5. Urban Agriculture Conservation Grant – Deadline is December 31, 2019
6. Records Management Compliance – Allen provides Hunter with a form due on December 31 to be addressed at next planning meeting

New Business

MOTION by Jennifer Casey to sponsor White Harvest Farms Holiday Festival for $50

SECOND by James Cook

IN FAVOR Unanimous

1. Public Comment - None

Meeting Adjourned: 5:00 p.m.