

**Duval County Soil and Water Conservation District  
Tuesday, January 8, 2019 6:00 p.m.  
Duval Agricultural Extension Office  
1010 N. McDuff Ave, Jacksonville, FL 32254**



Supervisors in Attendance: Shannon Blankinship, Allen Moore, Ed Wright, Jennifer Casey, James Cook  
Affiliate Members: John Barnes  
Partners: Larry Figart (Duval IFAS)  
General Public

*(Swearing in Ceremony conducted by Mr. Randy Ellis for Jennifer Casey, James Cook, Allen Moore)*

Meeting Called To Order: 6:30 pm

1. New Business – Shannon Blankinship
  - a. Officer Positions

MOTION by Jennifer Casey to have Allen Moore serve as Chairman in 2019  
SECOND by Ed Wright  
IN FAVOR Unanimous

MOTION by Allen Moore to have Ed Wright serve as Vice Chair in 2019  
SECOND by Jennifer Casey  
IN FAVOR Unanimous

MOTION by Jennifer Casey to have Hunter Anderson to serve as Treasurer in 2019  
SECOND by Allen Moore  
IN FAVOR Unanimous

MOTION by Allen Moore to have Jennifer Casey serve as Secretary in 2019  
SECOND by Ed Wright  
IN FAVOR Unanimous

MOTION by Allen Moore to have James Cook Serve as Historian in 2019  
SECOND by Jennifer Casey  
IN FAVOR Unanimous

- b. General Meetings – Date and Time

MOTION by Jennifer Casey to have meetings on the third Wednesday of each month at 3:30pm, Duval IFAS  
SECOND by Ed Wright  
IN FAVOR Unanimous

- c. Plan of Work Subcommittee – Date and Time

MOTION by Allen Moore to have Plan of Work meetings on the 1<sup>st</sup> Wednesday of each month at 8:30am, at Duval IFAS

SECOND by Ed Wright  
IN FAVOR Unanimous

- d. Transfer of documents, materials, advice from outgoing Supervisors
    - a. Shannon Blankinship, provided the full “shared drive” suite to each Supervisor on a flash drive. Contains history, forms, publications, minutes, and all other information collected and shared over the last 4 years.
    - b. Advice – Shannon Blankinship advised to stay passionate about serving. Must maintain passion and attendance to allow this board to flourish for 4 full years of your term. Resign if you cannot attend, fulfill your obligations so that an affiliate member can serve in your place.
2. Ethics 101
- a. Sunshine Law in a Nutshell
    - a. Overview of basic requirements
      1. MEETING is conversation between 2 elected officials
      2. Meetings MUST be
        - a. Noticed (7 days in advance, 24 hours for special meetings)
        - b. In the Public
        - c. Minutes must be taken
          - i. EXCEPTIONS – any conversation unrelated to the Duval Soil and Water Conservation District, or unrelated to any business that may be discussed by DSWCD in the future. Ie: sports, family.

#### **Agenda for January 2019 meeting**

- Discuss giving USDA a longer time in the future on the agenda
- Ethics Training
- District Aid position
- Website/Facebook admin privileges
- Shared file storage
- Newsletter continuance

Meeting Adjourned 6:56 pm