

Duval County Soil and Water Conservation District
PLAN OF WORK SUBCOMMITTEE
Wednesday, February 6, 2019 3:30 p.m.
Duval Agricultural Extension Office
1010 N. McDuff Ave, Jacksonville, FL 32254



Supervisors in Attendance: Allen Moore, Hunter Anderson, Jennifer Casey
Affiliate Members: None
Partners: None
General Public: None

Meeting Called to Order: 3:40 pm

1. COJ/EPB grant update – Allen Moore
 - a. All paperwork submitted and check expected any day
2. 2019 NACD Urban Agriculture Grant proposal update – Allen Moore
 - a. No grants were awarded in FL
 - b. Carrie Davis is available to work with us again in the future and we have a good starting place for future efforts
3. Review 2019 Budget – Hunter Anderson
 - a. NFCD dues were paid and \$100 submitted for AFCD dues along with hardship letter
 - b. Hunter will email recommended draft 2019 budget for review
 - c. Budget will be recommended to the board for approval at next Full Board meeting
 - d. Other notes:
 - a. We will add \$150 to the \$100 provided by EPB grant for Conservation Teacher of the Year to provide a \$250 award
 - b. Improvements needed for presentations at educational events
 1. Jennifer will research improvements to our displays
 2. Allen will research a microphone and speaker unit
 - c. Budgeted money for Land Judging may be more than necessary and may be used for improving presentations at other educational events
 - d. We will consider a small honorarium (\$100) for Joyce's work on Envirothon
4. 2019 Regional Envirothon
 - a. Envirothon Workshop report from January 26, 2019 - Allen Moore
 - a. 42 teachers and students attended the training
 - b. Jennifer will post a report of the event on FB if Allen provides pictures
 - b. Registration deadline is February 7, 2019
 - a. Check for \$100 from Darnell Cookman Middle/High School provided to Treasurer for teams
 - b. Check for \$175 from Sandalwood High School provided to Treasurer for 6 teams
 - c. Awards – Hunter will handle the purchase of trophies/medals after both he and Allen gets quotes and make recommendations
 - d. Food/Drinks – John has agreed to make arrangements
 - e. Onsite Competition Details – Allen will coordinate details including talking with the soil scientist in Tallahassee and visiting the test sites
 - f. Certificates for Participants

- a. Jennifer will prepare a template and Allen will print them. If a typed list is prepared in time, Jennifer will type participant names on certificates. Otherwise, the certificates will be given to the sponsoring teachers to fill out for students.
 - b. Certificates will have signatures from Allen Moore and Joyce Miller
 - c. NACD may have a color template available on their website
 - g. Press Releases
 - a. NACD has Envirothon press release templates on their website
 - b. Jennifer will prepare two press releases (one before event and one after) and email Board for review before providing to press
5. 2019 Poster/Speech Contest
 - a. Allen sent our informational packets to another school and 4H
 - b. No entry forms received yet
 - c. Posters addressed to DSWCD can be dropped off at Duval Extension office any time during their regular operating hours
 - d. Poster & Speech Contest Event will be March 6, 2019 at 6pm. Judges and speech contestants to arrive early at a time TBD.
 - e. Hunter/John will confirm 3-4 judges and a timekeeper
 - f. Speech award checks to be 1st (\$75), 2nd (\$50) and 3rd (\$25)
 - g. Poster award checks to be for 1st place in 5 categories (\$50 x 5)
 - h. Allen to order ribbons in blue (1st), red (2nd) and white (3rd) in all categories/grade levels
 - i. Jennifer will prepare certificates for participants
6. 2019 Land Judging – No new information and we may need to cancel if no progress made
7. Soil and Water Stewardship Week Resolution
 - a. Jacksonville City Council Member at Large Sam Newby introduced the 2018 Resolution
 - b. We will consider co-sponsorship of the resolution for April 2019 in order to involve more council members
8. Bylaws – Bylaw Committee will make recommendations at next Full Board meeting
9. District Aid position
 - a. Jennifer will email the Board resumes from the two applicants
 - b. Allen will invite each to introduce themselves at the next Full Board meeting
 - c. Chair will call for a vote at the end of that meeting
10. Affiliate Board Members
 - a. We have two current affiliate members with terms expiring
 - b. We need to review affiliate member responsibilities and obligations
11. Bonding of Treasurer - Tabled for further research

Meeting Adjourned: 4:58 pm