

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



Supervisors in Attendance: Allen Moore, Jennifer Casey, Hunter Anderson  
Affiliate Members: None  
Partners: None  
General Public: Josephine Fuentes (District Aid), Tiffany Bess

Meeting Called to Order: 3:45 p.m.

1. Affiliate Membership

MOTION by Jennifer Casey to appoint Tiffany Bess as an Affiliate Member  
SECOND by Hunter Anderson  
IN FAVOR Unanimous

MOTION by Hunter Anderson to appoint Joshua Rosenberg as an Affiliate Member  
SECOND by Jennifer Casey  
IN FAVOR Unanimous

MOTION by Jennifer Casey to appoint Antoinette Jones as an Affiliate Member  
SECOND by Hunter Anderson  
IN FAVOR Unanimous

2. 2019 Conservation Teacher of the Year

- a. Winner will be nominated for the Jacksonville EPB Individual Achievement award (deadline July 31) and receive a \$250 cash prize and a plaque
- b. Hunter will order plaque
- c. Steve Sherrill will be our featured teacher for Envirothon 2020 promotions

MOTION by Hunter Anderson to award Duval County Conservation Teacher of the Year to Kendal Schmidt  
SECOND by Jennifer Casey  
IN FAVOR Unanimous

3. Promotional Efforts

- a. Tiffany provides revised proof of brochure for final edits
- b. Jennifer provides a quote for the brochure printing and will handle order details
- c. Jennifer provides details about tabling at Bee Friends Farm Honey Bee Festival on Saturday, Aug 17 9:30-5:00 p.m. (indoors, 10'x10' space, free). Jennifer, Hunter and Allen interested in working half day or as needed.
- d. Hunter is working on blog posts for CTOY and announcing affiliate members
- e. Jennifer will attend SJC SWCD's July meeting to work on Start Farming Panel partnership

MOTION by Jennifer Casey to budget \$225 for printing of 500 DSWCD brochures  
SECOND by Hunter Anderson  
IN FAVOR Unanimous

MOTION by Hunter Anderson to reimburse Jennifer Casey \$182.83 for DSWCD custom tablecloth  
SECOND by Jennifer Casey  
IN FAVOR Unanimous

4. 66<sup>th</sup> Anniversary Celebration – Josie Fuentes
  - a. 409 Invitation have been emailed, 22 RSVPs have come in via Eventbrite
  - b. Jennifer will add the event to Facebook so the general public may get tickets
  - c. Sponsors include Apple Rabbit Compost, Jacksonville Science Festival, NativeJax, Soil Life Organics and St. Johns Riverkeeper
  - d. Checks received to date: Soil Life Organics (\$100), St. Johns Riverkeeper (\$100), Apple Rabbit Compost (\$100), Jacksonville Science Festival (\$100), NativeJax (\$100)
  - e. Jennifer provides draft of program and Allen will handle printing
  - f. Josie will contact sponsors about providing flyers or brochures for the table
  - g. Josie will get flowers as a thank you to our keynote speaker
  - h. Josie will draft a press release for the event
  - i. Allen will provide mic/speaker
  - j. Josie will handle check in (possibly with Eventbrite app)
  
5. Treat Our Teachers Event
  - a. Jennifer emailed our teacher list a save the date flyer (August 27, 2019 at 4:45 p.m.)
  - b. Southern Grounds and Co. in San Marco is the confirmed event venue
  - c. Sponsorship form is ready to distribute after the Anniversary event
  - d. Jennifer will put the invitation on Eventbrite with a waitlist with the hope that overwhelming interest will allow us to make this a quarterly event
  
6. Required Reporting/Upcoming Expenses
  - a. Hunter filed our June 30 Annual Financial Report as required
  - b. EPB Environmental Symposium (tabling and registrations)
  - c. Facebook ad to advertise Start Farming Panel and Farmers Market (app. \$50)
  - d. Flyer to promote Start Farming Panel and Farmers Market (\$50/100 flyers, qty TBD)
  
7. Requests for Assistance
  - a. Allen provides hard copy of proposed form which Hunter will convert to a web form
  
8. 2020 Envirothon
  - a. Allen provides a revised Promotion Plan
  - b. Hunter is working on online event registration for the website
  
9. NACD Photo Contest – Allen provides informational packet on proposed participation in contest

MOTION by Hunter Anderson to adjourn meeting  
SECOND by Jennifer Casey  
IN FAVOR Unanimous  
Meeting Adjourned: 4:16 p.m.

#### **Next Full Board Meeting**

July 17, 2019 at 3:30 p.m. at the County Extension

- Report on Anniversary event
- Report on AFCD meeting
- Upcoming Events: Treat Our Teachers, UNF Symposium, Start Farming Panel