



BOARD OF DIRECTORS

R.C. Brody
 President

Steve Rosentsweig
 Vice President

Nancy Helsley
 Treasurer

Beth Burnam
 Director

Mary Ellen Strote
 Director

EXECUTIVE OFFICER
 Clark Stevens

REGULAR BOARD MEETING

SEVEN HUNDRED SEVENTY-FIRST MEETING

Monday January 23, 2017—6:00 P.M.
Resource Conservation District Office
540 S. Topanga Canyon Blvd, Topanga, CA 90290

MINUTES

1. **CALL TO ORDER AND ELECTION OF OFFICERS:** the meeting was called to order by President R.C. Brody at 6:00 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley, Steve Rosentsweig and Mary Ellen Strote in attendance. Also in attendance were Executive Officer Clark Stevens and Operations Manager John Hendra.

President: Ms. Burnam nominated Mr. Brody. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 5-0.**

Vice President: Ms. Burnam nominated Mr. Rosentsweig. **Moved/Seconded: Ms. Burnam/Mr. Brody; approved 5-0.**

Treasurer: Ms. Burnam nominated Ms. Helsley. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 5-0.**

2. **INTRODUCTION OF GUESTS:** there were no guests.

3. **PUBLIC COMMENTS:** there were no public comments.

4. **MINUTES:** Approval of minutes for meeting of December 19, 2016. **Moved/Seconded: Mr. Rosentsweig/Ms. Strote; approved 5-0**

5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of claims for December 2016 and review of financial reports through December 31, 2016. **Moved/Seconded: Mr. Rosentsweig/Ms. Strote; approved 5-0**

6. **REGULAR CALENDAR**

A. Review and acceptance of 2016-17 RCD budget revision: the Board discussed the changes from the original budget and voted to approve. **Moved/Seconded: Mr. Rosentsweig/Ms. Strote; approved 5-0**



- B. Review and approval of 2017-2021 strategic plan and mission statement: the Board reviewed the changes in the mission statement and the strategic plan and voted to approve both with minor edits. **Moved/Seconded: Mr. Rosentsweig/Ms. Helsley; approved 5-0**
- C. Review and approval of RCD Vehicle Use Policy: the Board asked clarification questions regarding insurance coverage and Director mileage reimbursement, then approved the policy as written. **Moved/Seconded: Ms. Burnam/Ms. Strote; approved 5-0**
- D. Review and approval of RCD Reimbursement Policy: the Board reviewed the policy and discussed rates for meal reimbursement, then approved the policy as written. **Moved/Seconded: Ms. Helsley/Mr. Rosentsweig; approved 5-0**
- E. Review and approval of RCD Harassment, Discrimination and Retaliation Prevention Policy: the Board reviewed the policy and approved with one minor edit. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 5-0**

7. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT**:
Ms. Afman reported that.

8. **INFORMATIONAL REPORTS**:

- F. Staff Reports for December:
 - i. Clark Stevens, Executive Officer: Liberty undercrossing fencing is being installed this week. CalTrans is working on the permit for their right-of-way to finish the restoration. Mr. Stevens also discussed progress on the Hwy. 101 overpass project, Simi Hills land conservation, RCD staffing and the Los Angeles County-funded demonstration structure.
 - ii. John Hendra, Operations Manager
 - iii. Stephen Vodantis, Education Supervisor
 - iv. Rosi Dagit, Senior Conservation Biologist

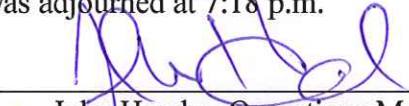
G. Strategic Planning Ad Hoc Committee: see item 6B above.

9. **DIRECTORS' COMMENTS/ANNOUNCEMENTS**

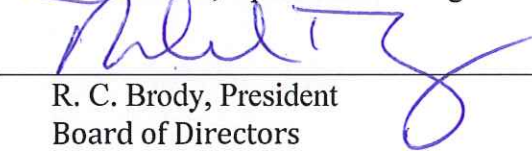
- Ms. Burnam announced that 3rd District Supervisor Shield Kuehl's local deputy Timothy Lippman is being replaced by Fiona Nagle. Mr. Lippman will still be working for Supervisor Kuehl but will move to the Downtown office.
- Ms. Strote has purchased a house in Seattle and will eventually be moving. She said this won't happen immediately and she might be able to serve out her full term, which ends November of this year. The Board discussed qualifications for an incoming Director that would fill RCD needs.



10. ADJOURNMENT: Moved/Seconded: Mr. Brody/Ms. Burnam; approved 5-0.
The meeting was adjourned at 7:18 p.m.

Submitted by: 
John Hendra, Operations Manager

Date: 4/24/17

Approved by: 
R. C. Brody, President
Board of Directors

Date: 4/24/17

