



BOARD OF DIRECTORS

R.C. Brody
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Steve Rosentsweig
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Beth Burnam
Director

Deborah Klein Lopez
Director

EXECUTIVE OFFICER
Clark Stevens

REGULAR BOARD MEETING

SEVEN HUNDRED EIGHTIETH MEETING

Monday November 27, 2017—6:00 P.M.

Resource Conservation District Office

540 S. Topanga Canyon Blvd, Topanga, CA 90290

MINUTES

1. **CALL TO ORDER:** the meeting was called to order by President R.C. Brody at 6:05 p.m. A quorum was established with Directors Beth Burnam, Deborah Klein Lopez and Steve Rosentsweig in attendance. Director Nancy Helsley was absent. Also in attendance were Associate Director Dennis Washburn, Executive Officer Clark Stevens, Operations Manager John Hendra and Education Supervisor Kelly Kazmirchuk.
2. **INTRODUCTION OF GUESTS:** Dawn Afman, NRCS District Conservationist.
3. **PUBLIC COMMENTS:**
 - Mr. Hendra reported that Rosi Dagit, Sr. Conservation Biologist for the RCD, will be giving two presentations at the Topanga Library: Tuesday December 5 at 6:30 pm on *Why Are The Oak Trees Dying?*; and Saturday December 9 at 3 pm for *A Virtual Hike Up Topanga Creek*.
4. **MINUTES:** Approval of minutes for meeting of October 23, 2017: Mr. Hendra made a few minor edits prior to Board approval. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of claims for October 2017 and review of financial reports through October 31, 2017. **Moved/Seconded: Ms. Lopez/Ms. Burnam; approved 4-0.**
6. **REGULAR CALENDAR**
 - A. Approval of fiscal year 2016-17 audit: the Directors reviewed the audit and the auditor's letter to the Board, which stated that the auditor found no deficiencies in internal control and that the financial statements presented fairly the financial position of the District at June 30, 2017, then voted to approve the audit after discussing financial security systems in place to prevent fraud and mistakes. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**



- B. Approval of Resolution #2017-11-01: Transfer of \$50,000 surplus into Capital Planning Fund: the Board discussed the uses of capital planning funds, then voted to approve the resolution. Mr. Hendra received permission to initiate the funds transfer at a time in the next two months dictated by cash flow considerations. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
- C. Organizational Assessment Planning Committee follow-up: discussion of draft Strategic Direction and next steps: the Board reviewed the Strategic Directions document, spending a majority of time on Goal #6: *Activities of the Board of Directors to advance the goals of the RCD*. They also discussed next steps and how the remaining grant funds will be used. The Strategic Directions document will be revisited at the next Board meeting after Directors have had a chance to review the goals and strategies.
- D. Reports from CARCD annual conference: Mr. Stevens, Ms. Lopez and Mr. Hendra reviewed the sessions they attended and a few of the things they learned.
- E. Discussion: District boundary expansion opportunities, challenges and process: Mr. Stevens discussed opportunities in the incorporated areas of Ventura County and over the habitat linkages in the mountains to the north, as well as funding mechanisms and process for expansion.
- F. Discussion: education consortium in the Santa Monica Mountains: Ms. Burnam attended a Nature Bridge fundraiser and noted that there are a number of organizations in the Mountains doing outdoor environmental education. The groups should be coordinated so that students benefit and organizations aren't competing. Ms. Kazmirchuk discussed the Education Consortium of the Santa Monica Mountains, which is a coalition of all the entities doing education in the Mountains, but its focus isn't on coordination among groups and they haven't met in a year or so. Ms. Kazmirchuk will look into the status of the group.
7. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT**: Ms. Afman reported that 650 horse properties in the Ventura River watershed have gotten notices regarding manure management, creating an opportunity for them to work in this area. She also completed a ten acre riverbank restoration, but there are ongoing challenges with the site.
8. **INFORMATIONAL REPORTS**:
- A. Staff Reports for October:
- Clark Stevens, Executive Officer (oral): Mr. Stevens reviewed a draft of an RCD letter commenting on the EIR for the Santa Susana Field Lab. He requested Directors to contact him if they have concerns or want more information.
 - John Hendra, Operations Manager

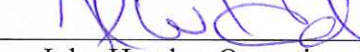


- iii. Rosi Dagit, Senior Conservation Biologist
 - iv. Kelly Kazmirchuk, Interim Education Program Manager
- B. Los Angeles County Cannabis Commission (Beth Burnam): no report.


9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

- Ms. Burnam announced that the North Topanga Canyon Fire Safe Council is giving a presentation at the Topanga Library on Monday December 4 at 6:30 pm on how to make homes less vulnerable to embers during a wildfire.

10. ADJOURNMENT: **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 4-0.** The meeting was adjourned at 8:33 p.m.

Submitted by: 
John Hendra, Operations Manager

Date: 3/26/18

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

Date: 3/26/18

