

Pima Natural Resource Conservation District  
Pima Center for Conservation Education, Inc.  
NRCS Plant Materials Center  
3241 N. Romero Road  
Tucson, AZ 85705



## Final Minutes of the Board of Supervisors of Natural Resource Conservation District (PNRCD)

the Pima

Meeting Date: Tuesday, April 16, 2019  
Meeting Location: public teleconference

### Attendees:

Supervisors: Jim Chilton, Cindy Coping (Chair), Jonathan DuHamel, Patricia King (Treasurer), and Andrew McGibbon. Clerk : Chris Postel

### PNRCD Meeting

Call to Order - 1:27 pm

Meeting minutes, March 26, 2019 and March 30, 2019:

**Motion:** Supervisor Chilton moved to **approve the meeting minutes** of March 26, 2019 and March 30, 2019. Motion seconded by Supervisor DuHamel. Motion carried 5 Aye- 0 Nay.

Financial Report: Per Supervisor Coping, the checking account balances are: PCCE (\$19,434.51), State (\$9,613.19), and District (7,154.36). The financial reports are filed.

### Invoices (Chairman-bookkeeping & Clerk)

- Supervisor King moved to **approve invoices** of Cindy Coping (\$540) . Motion seconded by Supervisor DuHamel. Motion carried 5 Aye- 0 Nay.
- Supervisor King moved to **approve invoice** of Chris Postel
- (\$50) . Motion seconded by Supervisor Chilton. Motion carried 5 Aye- 0 Nay.

Approval for \$359.00 for Liability Insurance invoice: Supervisor McGibbon moved to **approve the invoice**. Motion seconded by Supervisor King. Motion carried 5 Aye- 0 Nay.

### Administration (Chris Postel)

- Cooperator Agreement (See Attached): Based on the previous Cooperator agreement, the new agreement was streamlined and simplified. This agreement will be added to the website and sent as requested to new cooperators. Supervisor Coping moved to **approve the Cooperator agreement**. Motion seconded by Supervisor DuHamel. Motion carried 5 Aye- 0 Nay.
- Cooperator Questionnaire (See Attached): The questionnaire is based on the Santa Cruz district questionnaire. They sent it out to their Cooperators and had a 20% response rate. Once the PNRCD Cooperator list is updated, the Cooperator questionnaire would be emailed & mailed to the updated list. Supervisor Coping moved to **approve the Coop-**

**erator questionnaire.** Motion seconded by Supervisor DuHamel. Motion carried 5 Aye- 0 Nay.

- Cooperator List: The phone numbers & email addresses needs to be updated. The list was sent to the Supervisors and agency contacts. As their changes are received, their updates will be added to the master list.
- AACD Summer Meeting Funding Clerk Attendance & Work: Chris Postel has been asked to take meeting and session minutes during the conference. The estimated costs are: mileage (\$400), hotel (\$600-3 nights), labor (40 hr x \$20/hr=\$800), food (\$150). For a total estimated cost of \$1,950 plus registration fee. Pima NRCD was requested to split the cost with 2 other districts. Additional Districts will be contacted to request that they share these costs. The AACD will be asked to waive Chris's conference registration fee. Supervisor McGibbon made a motion to **fund up to \$700**. Motion seconded by Supervisor King. Motion carried 5 Aye- 0 Nay.
- AACD Supervisor Training, Possible September Dates: The supervisors from Winkelman, Santa Cruz, and Pima have been sent an email to determine potential dates in September to conduct the supervisor training.
- Website Update: Major changes to the website are on-hold until the volunteer's work on another organization's website is completed.
- Meeting Schedule:
  - Scheduled next Meeting Dates: May 28, 2019 (Teleconference) and June 18, 2019.
  - Proposed Quarterly Schedule: Aug 27, 2019, Nov 26, 2019, Feb 25, 2020, and May 26, 2020. Arizona State Land Department would have to be notified once the PNRCD approves a quarterly meeting schedule.

#### Old Business

- Authorize All Serving Supervisors for Signature Authority on all Bank Accounts and Make the Treasurer the Primary Signer of all Checks and Financial Documents: Supervisor King moved to **approve all Supervisors on all bank accounts**. Motion seconded by Supervisor McGibbon. Motion carried 5 Aye- 0 Nay.

#### New Business

- Elimination of the Designation of our International Border Areas as a "Coronado Forest Border Roadless Area:" Per Supervisor Chilton, the Coronado Forest Nogales office named the entire border area as a road less area; so, a road can't be built, which would impact improving the border fence and border security. Only the Department of Agriculture Secretary can rescind a "road less area". According to a high ranking USDA source, Governor Ducey would have to petition the Secretary of Agriculture for this to come under consideration. A question was proposed: "Could the President rescind the road less area by using an executive order? Supervisor Chilton will research these options and will present the results at the next PNRCD meeting.
- NRCS Local Work Group Meeting (LWG) on May 1, 2019 at 9 am: Supervisor Coping and Chilton plan to attend the meeting. Supervisor Coping plans to attend a Small Business Administration roundtable on regulatory reform, which is scheduled at the same time as the LWG meeting.

- 2019-2020 Goals & Objectives: Tabled until need meeting.

Reports (None)

Agencies

Supervisors

Call to the public (None)

Adjourn: 2:27 pm. Supervisor McGibbon moved. Supervisor DuHamel 2nd. Motion carried 5 Aye- 0 Nay.

Draft Minutes were submitted by Chris Postel, Pima NRCD Clerk on April 17, 2019

Date Minutes were Approved by the Pima NRCD Board of Supervisors:

Signed \_\_\_\_\_  
Cindy Coping, Chair, Pima NRCD/PCCE                      Date

- 2019-2020 Goals & Objectives: Tabled until need meeting.

Reports (None)

Agencies

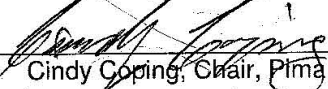
Supervisors

Call to the public (None)

Adjourn: 2:27 pm. Supervisor McGibbon moved. Supervisor DuHamel 2nd. Motion carried 5 Aye- 0 Nay.

Draft Minutes were submitted by Chris Postel, Pima NRCD Clerk on April 17, 2019

Date Minutes were Approved by the Pima NRCD Board of Supervisors:

Signed  MAY 28, 2019  
Cindy Coping, Chair, Pima NRCD/PCCE Date