

**Mountain Castles Soil and Water Conservation District
Board of Directors Monthly Meeting
April 17, 2024 – USDA Bonsack Service Center**

Jeff Henderson called the meeting to order with a quorum present at 7:20 p.m.

Directors Present: Jeff Henderson, Chair, Botetourt (elected)
Preston Wickline, Vice Chair, Botetourt (elected)
Jason Williams, Craig (elected)
Andrew Keffer, Craig (elected)
Walter Nelson, Botetourt (appointed)
Michael Beahm, Treasurer (associate director)
Jeff Munsey (associate director)
Tom Williamson (associate director)
Tara Williamson (associate director)
Tasha Snavelly (associate director)

Absent: none

Staff Present: Dan Naff
Tim Miller

Others Present: Derek Hancock, NRCS
Anne Jones, VCE – Botetourt

Minutes:

March board meeting minutes were reviewed. A motion was made by Preston to approve, second by Walter, motion carried.

Treasurer's Report

- Treasurer's report was reviewed, which included the balance sheet and profit and loss report. Preston moved to approve the treasurer's report, second by Walter, motion carried.

Other Business

- Minutes from the March meeting of the Personnel Committee were reviewed. Walter moved to approve the minutes, second by Preston, motion carried (see attached).
- Tim shared that the Budget/Finance Committee met before the board meeting to begin PY25 budget discussions. Minutes will be provided by the May board meeting.
- Tara shared that the Education Committee met before the meeting to review scholarship applications and asked if the board would consider approving a second scholarship for James River HS this year. After discussion, Preston moved to approve all four scholarships recommended by the Education Committee: Elizabeth Hodges, Lord Botetourt HS; Emaleigh Radford, Craig County HS; Makayla Petty, James River HS; Emma Bobbitt, James River HS. Makayla Petty's application is to be the district nomination for the VASWCD scholarship. Second by Jason, motion passed.
- The General Management Letter was reviewed (see attached).
- Data from online responses to the 2024-2028 Strategic Plan and a first draft of the plan was reviewed (see attached).

319 Contracts

The following 319 contracts were submitted for approval:

- #45-24-0056; Instance #586594; RB-1; 50% CS; max CS = \$200
- #45-24-0057; Instance #586595; RB-1; 50% CS; max CS = \$200
- #45-24-0058; Instance #586596; RB-2; 50% CS; max CS = \$5,500

- #45-24-0015; Instance #586600; RB-4P; 50% CS; max CS = \$6,000 (replaces Instance #562047)

Jason moved to approve all 319 contracts, second by Preston, motion carried.

VACS Contracts

Dan requested approval for the following VACS contracts (see attached report).

- #45-24-0052; Instance #584293; SL-7; Max CS payment = \$3,722.00 (2024 OCB VACS)

After discussion, Walter moved to approve pending the FWS review already in progress. Second by Preston, motion carried.

- #45-24-0053; Instance #584433; SL-6W; Max CS payment = \$34,414.25 (2024 OCB VACS)

After discussion, Jaon moved to approve pending the FWS review already in progress. Second by Andrew, motion carried.

Dan requested cost adjustments for contract #45-24-0040

- Instance #550093; SL-6W; adjusted max CS payment = \$61,811.50 (2024 CB VACS)
- Instance #474695; SL-7; adjusted max CS payment = \$93,054.00 (2024 CB VACS)
- Instance #563546; SL-7; adjusted max CS payment = \$16,340.00 (2024 CB VACS)

After discussion, Preston moved to approve all cost adjustments, second by Jason, motion carried.

Conservation Technician Report: submitted by Dan Naff – see attached

District Coordinator Report: submitted by Tim Miller – see attached


Agency Reports:

- DCR - submitted by Angela Ball – see attached
- VCE - Anne Jones reported on her outreach support for district field trips, an upcoming pesticide collection in the fall, and gave an update on Bovine Influenza A
- VDOF – no report
- NRCS - submitted by Derek Hancock – see attached

The meeting was adjourned at 8:15 by a motion from Walter, second by Andrew.

Approved: 
Jeff Henderson, Chair

Date: 6-11-24

Respectfully submitted/prepared by: 
Tim Miller