

MINUTES
NORTH DAKOTA ASSOCIATION OF SOIL CONSERVATION DISTRICTS
BOARD OF DIRECTORS MEETING
LINCOLN-OAKES NURSERY, BISMARCK
November 22, 2011

ATTENDANCE: Sandy Meidinger, James Cart, Richard Faught, Curtiss Klein, Aaron Smestad, James Teigen, Donald O. Anderson, Dennis Haugen, Dennis Reich, LeAnn Harner

OTHERS ATTENDING: Bill Elhard

The meeting was called to order by President LeAnn Harner at 12:30 pm.

NURSERY BUSINESS

LeAnn introduced Bill Elhard, Nursery Assistant, to talk about seed sales and how things were going at the Nursery. Bill explained how the staff had been talking about seed sales and wondered if we were selling to our competition or if we could be planting those seeds and selling seedlings instead. He also talked about the equipment in Bismarck, confirmed that lifting was progressing and that the nursery tour for convention participants went well.

PHONE INTERVIEWS

The four finalists for the CEO position were interviewed via phone.

Dennis Reich moved, Donald O. Anderson seconded, to invite all four candidates for an interview during our December 12-13 Board meeting. Motion carried.

James Cart moved to do a background check and check references on the candidates prior to that meeting. James Teigen seconded. Motion carried. Bill Butcher, local investigator will be contacted to conduct the investigation.

Aaron Smestad moved to offer a \$500 in reimbursement for travel to the out-of-state candidates. Dennis Haugen seconded. James Teigen moved to amend the motion to increase the amount to \$700. James Cart seconded the amendment. The amendment carried. The motion as amended carried.

RETURN TO NURSERY BUSINESS

The Board discussed how things were going at the Nursery and the need for leadership. **James Teigen moved to appoint Bill Elhard Interim Lincoln Supervisor. James Cart seconded. Motion carried.** As a part of this new position, Bill will be asked to provide a report on seed sales in advance of the next Board meeting and then answer questions at the meeting. The Board talked about what to do between now and then with pending seed sales. We don't want to deny sales, but we also don't wish to short our own seed needs. They asked LeAnn Harner to approve

sales on a case-by-case basis, in consultation with Bill, until we can vote on a policy. Mary Heinz will be asked to assist the report by providing financial information on seed operations.

LeAnn Harner suggested ways we can include staff in the interview process through giving tours of the Nursery to CEO candidates, etc.

The sale of land adjoining one side of the Oakes Nursery was discussed. The purchaser's attorney has requested a Quit Claim Deed from NDASCD for the area their survey says is within the purchase. There are no visible surveyor's stakes. **Dennis Reich moved to ask the purchaser's surveyor to meet with Allen Vogel, Oakes Nursery Supervisor, to show him the survey points and have Allen check that the survey is based on official survey markers. James Cart seconded. Motion carried.** LeAnn Harner will contact Allen and the purchaser's attorney.

Association Secretary Kathy Henriksen's extra efforts in this interim were noted. Kathy works part-time for the Association and has put in extra hours, including weekends and evenings, to pull together the convention and these Board meetings. **James Cart moved to send Kathy flowers in appreciation of her extra efforts and cheerful attitude. James Teigen seconded. Motion carried.**

President LeAnn Harner adjourned the meeting at 3:35pm.

LeAnn Harner, Recording Secretary

Curtiss Klein,
NDASCD Secretary

MINUTES
NORTH DAKOTA ASSOCIATION OF SOIL CONSERVATION DISTRICTS
BOARD OF DIRECTORS MEETING
LINCOLN-OAKES NURSERY, BISMARCK
November 20, 2011

ATTENDANCE: Edward Hauf, James Cart, Richard Faught, Curtiss Klein, Aaron Smestad, James Teigen, Donald O. Anderson, Dennis Reich, LeAnn Harner

Absent: Dennis Haugen

OTHERS ATTENDING: Sandy Meidinger

The meeting was called to order by President LeAnn Harner at 2:30 pm. She welcomed Sandy Meidinger from McIntosh County SCD. Sandy will represent Area IV on the Board for the next year. She takes office immediately after the close of our Annual Meeting.

CONSIDERATION OF MINUTES

Minutes of the October 6-7, 2011 Board of Directors meeting were reviewed. With no corrections, President Harner declared them approved as printed.

REPORT OF THE SCREENING COMMITTEE

The screening committee consisting of Richard Faught, James Teigen, James Cart and LeAnn Harner reported there were 29 people who expressed interested in the CEO position. 13 completed applications. The Screening Committee recommends doing preliminary phone interviews with four candidates, who will be unnamed, since we have promised to keep their applications confidential. The Screening Committee further recommended a series of questions for the phone interview, which should help determine if we wish to offer in-person interviews.

Dennis Haugen joined the meeting.

All Board members have received the candidates' cover letters, resumes and applications. Each candidate's qualifications were reviewed and discussed. Consensus of the Board was to interview the four finalists on Tuesday afternoon. LeAnn Harner will set up the interviews.

Curtiss Klein and Aaron Smestad left the meeting to go set up for the Inspirational Service.

The Screening Committee presented a revised organizational chart for the Association and Nursery. **James Teigen moved approval of the new organizational chart. Richard Faught seconded. Motion carried.**

The Screening Committee presented a revised job description for the CEO position. **James Teigen moved to adopt the CEO Job Description. James Cart seconded. Motion carried.**

LeAnn Harner reviewed the agendas for the Tuesday Board meetings.

Duane Hauck's retirement from NDSU Extension was discussed. There will be a reception on December 8th in Fargo.

The Board reviewed a copy of the Stutsman County SCD resolution about tree plantings on riparian areas and those areas affected by the Sprague's pipit. Since this resolution was received too late to be discussed at the Business Meeting according to our policy, the resolution was referred to the Natural Resources Committee for discussion. That committee can make a recommendation to the full Board for action by the December meeting.

President LeAnn Harner adjourned the meeting at 4:55pm.

LeAnn Harner, Recording Secretary

Curtiss Klein,
NDASCD Secretary