

BOARD OF DIRECTORS

Richard C. Brody
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Steven Rosentsweig
Vice President

Nancy Helsley
Treasurer

Beth Burnam
Director

Laurie Price
Director

REGULAR BOARD MEETING

EIGHT-HUNDRED THIRTY-SEVENTH MEETING

Monday March 27, 2023—6:00 P.M.

Location: RCD District Office, 540 S. Topanga Canyon Blvd., Topanga

MINUTES

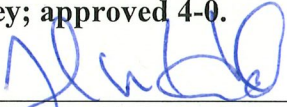
EXECUTIVE OFFICER
Clark Stevens

1. **CALL TO ORDER:** the meeting was called to order by Vice President Steve Rosentsweig at 6:07 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley and Laurie Price in attendance. Director R.C. Brody was absent. Also on the videoconference were Associate Directors Deborah Klein Lopez and Dennis Washburn, Executive Officer Clark Stevens, and Finance & Operations Officer John Hendra.
2. **INTRODUCTION OF GUESTS:** Brooks Engelhardt, NRCS District Conservationist; Jamie Quarfeld, NRCS Soil Conservationist; Glenn Bailey, past RCD Director.
3. **PUBLIC COMMENTS:**
 - Mr. Bailey thanked the Board for reviewing his comments regarding service on the Sepulveda Basin Wildlife Area Steering Committee at the last meeting. He also announced the Chatsworth Nature Preserve Annual Earth Day Open House on Saturday April 1. He noted that the Santa Susana Pass State Historic Park was classified as a state park 25 years ago. There is a commemoration on April 16 from 9 a.m. to 1 p.m. Finally, Senate bill 441 would allow local agencies to hold virtual meetings without the restrictions of AB2449. Mr. Bailey wanted to point out this legislation for support by Board members and CARCD. Mr. Rosentsweig asked staff to follow up on progress of this bill.
4. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** Mr. Engelhardt reported that his office is still doing a lot of flood damage assessments and EQIP projects. Wildlife land is eligible, as is oak woodlands and riparian areas. He also mentioned that there is a black farmers' conference on April 21. Ms. Quarfeld reported that she was in Compton with the Youth Policy Council and is looking to work with the RCD in the expanded district.

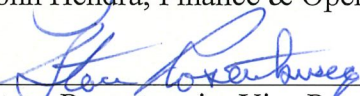
5. **MINUTES:** Approval of minutes for meeting of February 27, 2023: after reviewing the minutes the Board voted to approve as presented. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 4-0.**
6. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for February 2023 and review of financial reports through February 28, 2023: the Board reviewed the Claims report and financial reports and voted to approve them. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 4-0.**
7. **REGULAR CALENDAR**
 - A. Report of the Finance & Administration Committee: receivables update and financial position review: Ms. Burnam reported that things are improving but there is more to do. Invoices are going out the door and collection calls have been made. Mr. Stevens reported that he made contact with a company that can provide accounting and CFO services. Ms. Burnam reviewed the A/R Aging Analysis to explain the changes from the prior month. She also reviewed the Payments Receipt Log. The Board discussed changes that need to be made with the accounting system and financial processes.
8. **INFORMATIONAL REPORTS:**
 - A. Staff Reports for February 2023:
 - i. Clark Stevens, Executive Officer: Mr. Stevens review the highlights of his report.
 - ii. John Hendra, Finance & Operations Officer
 - iii. Rosi Dagit, Senior Conservation Biologist
 - iv. Marilyn Brody French, Education Supervisor
 - v. Dan Cooper, Senior Conservation Biologist
9. **DIRECTORS' COMMENTS/ANNOUNCEMENTS**
 - Ms. Helsley participated in the CARCD Virtual Conference about the Envirothon.
 - Ms. Price noted that NPS celebrated their 100,000th oak tree planted in the Santa Monica Mountains.
 - Mr. Washburn offered that he could report on the capacity of the NPS nurseries and requested that the RCD renew focus on the Malibu Creek and Arroyo Sequit watersheds.
10. **CLOSED SESSION:** Lease contract negotiations (Government Code Section 54956.8)—discuss lease options with Clark Stevens, Executive Officer; Personnel (Government Code Section 54957)—Executive Officer performance evaluation: the Board entered closed session at 7:12 p.m. and ended closed session at 8:42 p.m. They

provided the office lease negotiators with direction on the various lease options. The Board also reviewed Mr. Stevens' evaluation form responses and discussed goals for next year.

11. ADJOURNMENT: The meeting was adjourned at 8:44 p.m. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 4-0.**

Submitted by: 
John Hendra, Finance & Operations Officer

Date: 4/24/23

Approved by: 
Steve Rosentsweig, Vice President
Board of Directors

Date: 4/24/23