

# Resource Conservation District



RESOURCE  
CONSERVATION

## MINUTES

### Regular Meeting of the Board of Directors Wednesday, March 16, 2016

1. **CALL TO ORDER** The **March 16, 2016 Regular** meeting of the Board of Directors of the Ventura County Resource Conservation District (RCD) was called to order by President Mark **Mooring** at 8:38 a.m., at the Ventura County Resource Conservation District Office, located at 3380 Somis Road, Somis, CA 93066, with a quorum of Directors present.

2. **ROLL CALL & INTRODUCTIONS**

Mark Mooring was present  
Doug Nelson was present  
Kevin Cannon was present  
Mike Richardson was absent  
Bud Sloan was present  
Peggy Ludington was present  
Merrill Berge was present

**STAFF PRESENT:**

Marty Melvin, Executive Officer  
Debra Gillis-Bradley, Director of Finance

3. **ADOPTION OF AGENDA** President Mooring presented the agenda for board approval. On motion by Director **Cannon**, Seconded by Director **Nelson**, the Board adopted the **March 16, 2016** Agenda. Motion carried 6-0.
4. **PUBLIC COMMENT** – None.
5. **CONSENT CALENDAR**

*All items listed on the Consent Calendar are considered to be routine matters, status reports or documents covering previous District action.*

5.1 The minutes of the December 16, 2015 Special Meeting were presented for approval.

On Motion by Director **Cannon**, Seconded by Director **Sloan** the December 16, 2016 minutes were approved. Motion carried 5-1. Opposed: Ludington. She did not agree with Director Richardson's email provided to the Board on his verbal statement.

5.2 The minutes of the January 20, 2016 Regular Meeting were presented for approval.

On Motion by Director **Sloan**, Seconded by Director **Nelson** the January 20, 2016 minutes were approved. Motion carried 6-0.

5.3 Financial Reports for January 2016

On Motion by Director **Sloan**, Seconded by **Nelson**, the Board voted to approve the February 2016 Financial Reports. Motion carried 6-0.

6. **ACTION CALENDAR**

6.1 Discussion and possible action creating an impound account for election purposes.

On motion by Director **Cannon**, Seconded by Director **Berge**, the Board voted to open a money market account at Montecito Bank & Trust, making an opening \$500 deposit, and having the same signers as the general checking account. Motion carried 6-0.

6.2 Discussion and possible action on adopting a Minutes Creation Policy.

On motion by Director **Sloan**, Seconded by **Cannon**, the Board adopted a Minutes Creation Policy. Motion carried 6-0.

7. **REPORTS/PRESENTATIONS**

7.1 Reports by Executive Officer. See hardcopy in file.

7.2 Reports by Directors – None

8. **DISCUSSION CALENDAR**

9. **REQUEST FOR FUTURE AGENDA ITEMS BY DIRECTORS**

Director Cannon requested that the election procedures be discussed at the next meeting.

10. **ADJOURNMENT:** President **Mooring** adjourned the meeting at 9:37 a.m.

Respectfully submitted, Marty Melvin, Executive Officer

MINUTES APPROVED: April 20, 2016

Vice President: \_\_\_\_\_

  
Doug Nelson

Attest:

Executive Officer: \_\_\_\_\_

  
Marty Melvin