

OverMinutes of the Warren County Conservation Board

The Warren County Conservation Board held its regular monthly meeting on Wednesday, February 9, 2022. The meeting was held in person at the Anette Nature Center. Meeting called to order by President Hendricks at 5:00 p.m.

Those present:

Absent:

Mark Kickbush, President
Ace Hendricks, Vice-president
Ron Miller, Secretary
Sue Boll
Joe Schettler

Comprising a quorum of the board,

Also present:

Karen Johlas-Szalkowski, Co-Director/Naturalist II
Mark Wilson, CO-Director/Operations Coordinator
Mallory Wells, Officer Manager
Kelsey Longnecker, Naturalist I
Tyler Seuferer, Natural Resource Specialist

Guests:

Dawn Bowman, Warren County Attorney
Monty Freeman, Friends of Warren County Conservation Board Member
Lisa Neidermayer, Friends of Warren County Conservation Board Member

- i. Reading of the Minutes
 - a. Warren County Conservation Board meeting minutes from the regular January meeting, Work Session January 26, 2022, and Special Meeting January 28, 2022, were reviewed. Mallory Wells asked for clarification on the closed session times. The board moved into closed session one at 7 p.m. and came out of closed session one at 7:30 p.m. The board moved into closed session two at 7:35 p.m. and came out of closed session two at 8:05 p.m.
 - b. Sue Boll made a motion to approve the January Regular Meeting, with the correction of times for the closed sessions, Work Session, and Special Meeting minutes. Ace Hendricks seconded the motion with the corrections. All ayes. Motion carried.
- ii. Organization
 - a. By-Laws
 - i. Karen Johlas-Szalkowski questioned moving the Office Manager under the direct supervision of Co-Director/Operations Coordinator.
 - ii. There was a change in wording and it not showing up under Co-Director/Naturalist II's position. The wording makes it sound like Co-Director/Operations Coordinator

- is managing the entire budget. Karen Johlas-Szalkowski would like to have manages environmental education budget added under Co-Director/Naturalist II.
- iii. Mark Kickbush suggested the Office Manger move their workstation to the front desk. The board would like to have visitors greeted as they come in the building.
 - iv. Sue Boll made a motion to accept the by-laws with changes made to the office manager position being supervised directly by Co-Director/Operations Coordinator and Co-Director/Naturalist II overseeing the environmental education line items in the budget. Ace Hendricks seconded. All Ayes. Motion Carried.
- iii. Staff Reports for January were presented.
 - a. Mallory Wells noticed that Mankato Stonebrooks’s report stated December 2021. She said she would follow up with him to make sure that he submitted the correct report.
 - b. Joe Schettler is interested in the plan or big items in motion and where those projects stand as opposed to induvial staff reports. He feels it’s up to the supervisors to take care of the employee monthly reports.
 - iv. Business Agenda
 - a. Old Business
 - i. Friends of Warren County Conservation Board (FWCC)
 - 1. Friends have started working on planning the prairie picnic. They are reaching out to local business for the live and silent auction items. They will be going back to the live auction at the event.
 - 2. They have recently started a book club. The first one when well.
 - 3. They selected their officers for the year, approved their by-laws, approved financial policy, approved their credit card policy, and added on three new board members.
 - 4. They have reached out to local business to sponsor the Osprey 5K that will be hosted at the Annett Nature Center on Saturday April 9th.
 - ii. Middleswart Lodge Update
 - 1. Fire Chief Chia sent the final paperwork for the board to sign.
 - 2. Karen Johlas-Szalkowski purchased two more tables making seating available for 100 people with 104 chairs.
 - 3. Mark Wilson got a quote to fix the kitchen door. It came back at \$3,301.00. At some point this door will need to be replaced. There may be funds at the end of the year to utilize or this could fall under infrastructure and funds from the reserve fund used to replace the door.
 - v. New Business
 - a. 2023 Budget
 - i. Co-Directors Wilson and Johlas-Szalkowski presented the fiscal year ’23 budget to the Warren County Board of Supervisors on Thursday January 13, 2022. They presented a budget in the amount of \$906,31.00.
 - b. Warren County Conservation Board Mission Statement
 - i. Mark Kickbush would like to review the mission statement for where we’re headed.
 - c. Warren County Conservation Vision Statement
 - i. President Kickbush would like to review the vision statement.
 - d. Strategic Plan

