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Hanover-Caroline Soil & Water Conservation District

13224 Hanover Courthouse Road, Suite 201

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Standing Committee Meeting Minutes 6/8/22

Finance Committee Meeting:

The Finance Committee Meeting was held on June 8, 2022 at 9 am. The meeting was attended by committee members Cindy Smith (Chair), Leigh Pemberton, Joseph Stepp and Don Wells. Sharon Conner, District Manager, was also present at the meeting.

The following documents were provided to the committee:

1. FY20 Desktop Guide to District Fiscal Operations
2. District Purchasing Policy
3. FY22 Revised District Budget

The committee reviewed the Desktop Guide to District Fiscal Operations. The District's Purchasing Policy was also reviewed with no changes recommended. The committee then reviewed the FY23 budget that included a 5% merit increase for staff. The finance committee recommended giving the full 5% to all staff based on successful personnel reviews.

The committee authorized Ms. Conner to continue investigating market based models for providing salary increases. The committee will wait for the VASWCD salary study to be complete before authorizing any adjustments.

There being no further discussion, the meeting adjourned at 10:00 pm.

Respectfully submitted,
Sharon L. Conner

Cindy Smith, Committee Chair

Agriculture Committee Meeting:

The Agriculture Committee was held on June 8, 2022 at 10:00 am. The meeting was attended by committee members Leigh Pemberton (Chair), Cindy Smith, Tim Tobin, Joseph Stepp, Tim Etheredge, as well as Kemper Marable, Kelsey Williams and Sharon Conner. Don Wells also joined the meeting.

The committee was provided with the following documents:

1. Carryover Reports FY22
2. The Whole Farm Approach

3. Soil Tests for Site 52-B

Ms. Conner reviewed the FY22 carryover reports. Dates were selected for completion of the practices including 8/31/22 for CCI-SL6W practices, 9/30/22 for SL-1, NM-3C, and 4/30/22 for SL-6W, SL-7, WP-1, and WP-4SF practices. Ms. Conner noted that the delay on a state budget has delayed DCR grant agreements as well as the publication on the FY23 state cost-share manual. All practices presented in the report were recommended for carryover.

The committee discussed the state cap issue. Ms. Conner noted that an email was sent to DCR on behalf of the HCSWCD board recommending the removal of the statewide cap. The committee then reviewed the Whole Farm Approach program bundles for nutrient management and cover crops again. It was decided that the cost-share amounts did not provide an adequate incentive for participation, especially given the increase in seed and fertilizer costs.

The committee reviewed the recent soil tests received for Site 52-B from the new dam maintenance contractor. Mr. Pemberton suggested only spreading lime at 1.5 tons/acre. No fertilizer was recommended.

There being no further discussion, the meeting adjourned at 10:00 am.

Respectfully submitted,
Sharon L. Conner

Leigh Pemberton, Committee Chair

Strategic Plan/Annual Plan of Work Committee Meeting:

The Strategic Planning Committee was held on June 8, 2022. The meeting was attended by committee members Tim Etheredge (Committee Chair), Leigh Pemberton, Don Wells, as well as Sharon Conner, Kathy Shamblin, Karen Fetty, Kelsey Williams and Kemper Marable.

The committee reviewed the FY21-24 Strategic Plan. No updates were recommended. The committee then reviewed the Annual Plan of Work. A number of changes were recommended. The changes will be reflected in the final draft provided to the District board on June 8th.

There being no further discussion, the meeting adjourned at 12:00 pm.

Respectfully submitted,
Sharon L. Conner

Time Etheredge, Committee Chair