



**Minnesota Association of Conservation District Employees  
State Director's Meeting  
February 15, 2006  
Stearns County USDA Service Center**

**Attendance:**

Bryan Malone, Pennington SWCD (Area 1)  
Tanya Hanson, Red Lake SWCD (Area 1)  
Karen Carlsrud, Clay SWCD (Area 2)  
Craig Lingen, Wilkin SWCD (Area 2)  
Susan Shaw, Mille Lacs SWCD (Area 3)  
Brian Watson, Dakota SWCD (Area 4)  
Brian Nyborg, Jackson SWCD (Area 5)  
Marlene Molden, Swift SWCD (Area 5)  
Rick Reimer, Kandiyohi SWCD (Area 6)  
Anne Spanbauer, Filmore SWCD (Area 7)  
Karen Anderson, Clearwater SWCD (Area 8)

**1. Call to Order:**

President Brian Watson called the meeting to order at 10:05 a.m.

**2. Introduction of New Directors:**

Area 1 - Tanya Hanson, Red Lake SWCD replacing Bryan Malone, Pennington SWCD  
Area 2 – Craig Lingen, Wilkin SWCD replacing Karen Carlsrud, Clay SWCD  
Area 5 – Marlene Molden, Swift SWCD replacing Brian Nyborg, Jackson SWCD

**3. Agenda Approval:**

**Motion by Rick Reimer, second by Anne Spanbauer to approve the agenda as presented.  
All in favor, motion carried.**

**4. Secretary's Report:**

The December 5, 2005 meeting minutes were provided. **Motion by Anne Spanbauer, second by Karen Anderson to approve the December 5, 2005 minutes as presented. All in favor, motion carried.**

**5. Treasurer's Report:**

Karen Carlsrud provided the January 1, 2006 Financial Report. Revenues were higher than budgeted and expenses were lower than budgeted for 2005. The balance at the end of the year was \$8,136.30. **Motion by Karen Carlsrud, second by Bryan Malone to approve the end of the year Financial Report. All in favor, motion carried.**

Karen reported that the balance as of February 14, 2006 was \$11,966.57. **Motion by Rick Reimer, second by Anne Spanbauer to approve the February 14, 2006 Treasurers Report. All in favor, motion carried.**

**6. Membership Update:**

Karen Carlsrud also provided a handout of 2006 memberships as of February 14, 2006. There are over 191 members at this time. Last year at this time there was 184 members, by the end of the summer there were 214 members. There are about 350 employees in Minnesota.

**7. Election of Officers:**

- President - Motion by Rick Reimer, second by Karen Anderson to elect Brian Watson as President. All in favor, motion carried.**
- Vice President - Motion by Anne Spanbauer, second by Brian Nyborg to elect Rick Reimer as Vice President. All in favor, motion carried.**
- Treasurer - Motion by Karen Anderson, second by Brian Nyborg to elect Anne Spanbauer as Treasurer. All in favor, motion carried.**
- Secretary - Motion by Bryan Malone, second Anne Spanbauer to elect Karen Anderson as Secretary. All in favor, motion carried.**

**8. 2006 Committee Assignments:**

- MASWCD – Brian Watson with Susan Shaw as the alternate.  
BWSR - Rick Reimer with Brian Watson as the alternate.  
NRCS State Technical Committee – Rick Reimer with Steve Pahs as alternate  
SCTAC - R.C. Boheim and Glen Roberson

**Motion by Rick Reimer, second by Karen Anderson to approve committee member assignments as long as all are current members of MACDE. All in favor, motion carried.**

NACD committees were discussed:

- Rick Reimer currently serves on the Forestry Committee.
- R.C. Boheim currently serves on the Great Lake Committee

Paul Kalaas previously served on the Agricultural Lands Committee but has reached is length of service accordingly to NACD bylaws.

**9. 2006 Budget**

See attached. **Motion by Brian Nyborg, second by Karen Anderson to approve the 2006 budget as set. All in favor, motion carried.**

**10. Guidelines for Area Training Funds:**

Susan Shaw presented a draft *MACDE Training Fund Guidelines* form. She and Rick Reimer worked to put this form together. It is designed to provide a record to the MACDE Board of Directors and the membership of what our Area Training Fund is being used for. Guidelines for requesting funds for training include:

1. Pre-approval by MACDE Board of Directors.
2. Should be compatible with the Mission of MACDE.
3. Participants should be a member of MACDE that make use of the funding assistance.
4. Short report with photos to MACDE Directors from about the training.

**Motion by Bryan Malone, second by Rick Reimer to accept the form with changes. All in favor, motion carried.**

**11. NCDEA Dues:**

***Minnesota's Blue Collar Conservationists***

There was some discussion as to why dues were \$50 and now they are \$200. It was changed by NCDEA Board in December of 2004. We were not members in 2005. **Motion by Brian Nyborg, second by Bryan Malone to pay dues to the National Conservation District Employees Association in the amount of \$200. All in favor, motion carried.**

**12. State Envirothon Donation Request:**

A request was reviewed from BWSR for a \$500 donation to the State Envirothon that will be held at Lake Bronson State Park in Kittson County on May 18, 2006. **Motion by Rick Reimer, second by Karen Anderson to donate \$500 to the State Envirothon. All in favor, motion carried.**

**13. Annual Meeting and Summer Training Event:**

Brian Nyborg presented information from Area 5 with regards to hosting the 2006 annual meeting and training event. He presented a draft agenda that included a bus tour of Area resources and conservation activities on the second day. Estimated event costs are a \$220 for meals and lodging. The Directors discussed training topics they had received from their area membership. The dates of the event would be June 27, 28 and 29 at the Prairies Edge Casino in Granite Falls, MN.

It was decided to have the agenda fairly firm by March 15 and send out by the first week of April. Registrations will be due by the end of May. That should give every District ample opportunity to bring training request before their respective boards.

**14. Conservation Planning Training – MN Project:**

The MN Project has put together training to become a Certified Conservation Planner under NRCS guidelines. Instead of a week long training session, there are 5 separate trainings throughout the year.

Brian Watson has also attempted to contact BWSR about the feasibility of developing a tutorial for SWCD staff regarding the wetland delineator's certification program and possible testing at our annual summer training event. He has not received any response from BWSR. There may be enough information on the University of Minnesota website to come up with something.

**15. Agency Reports:**

There were no representatives from BWSR, NRCS or MASWCD in attendance.

**Other:**

The next MACDE State Directors meeting was scheduled for April 19th at the Stearns County USDA Center.

**A motion was made by Anne Spanbauer, second by Rick Reimer to adjourn the meeting. All in favor, motion carried.**