



MACDE

Minnesota Association of Conservation District Employees

www.macde.us

2024 MACDE 1st Quarter Agenda

February 16, 2024

9:00 – 11:00 AM

Draft Agenda

1. Call to Order
2. Welcome
3. Approval of the Agenda
4. Approval of the Minutes
5. Treasurer's Report
6. Partner Reports
 - a. MASWCD – LeAnn Buck (10 minutes)
 - b. BWSR - ? (10 minutes)
 - c. NRCS- ? (10 minutes)
7. Director's Report
8. Old Business
 - a. Committee Assignments for 2024
 - b. Managers Meeting (March 26-27 Arrowwood Baxter)
 - c. MACDE Brochure
 - d. 2024 Statewide Admin Training Committee Update
 - e. MASWCD/MACDE HR Workgroup Update
 - f. 2024 Wage and Benefit Survey Update
 - g. MACDE Website
 - h. Glossary for Budget Items
9. New Business
 - a. Training Funds Increase Discussion
 - b. Memberships
 - c. Farm Fest Booth Discussion
 - d. MASWCD Meeting Schedule
10. Other
11. Adjourn

Microsoft Teams meeting

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Future Discussion Items:

- a. Educational Grants
- b. Training Funds (*discuss increasing funds at 2024 Q1 mtg*)
- c. MACDE Brochure (*Meghan Completed*)
- d. Managers Meeting (*Spring and Fall Annually*)
- e. Website
- f. Strategic Plan Update
- g. Human Resources Training with Ann Gehring. (address through HR Workgroup)
- h. Glossary for Budget Items (*Discussion Item, currently in works by Andy Albertson*)
- i. MCIT / BWSR Sponsored Admin Training (*Slowly coming available through MCIT*)
- j. Submit Wage and Benefit Survey earlier so districts can use them for reviews
 - i. Discussion item for 2024 Q1 Mtg (*DDA PRAP Option~MASWCD*)
- k. Scholarship funding to attend various career development trainings
- l. Meeting on transferring off USDA Network
- m. SWCD Board Member Orientation Process, New Hire, any materials, stuff highly specific to SWCDs. (*address through HR Workgroup*)

Committee Assignments for 2023

1. Awards: Andy*, Kay, Tara
2. Membership Development: Jessica*, Cody
3. By-laws: Dan*, Meghan, Nathan
4. Communications: Tasha*, Ashley, Meghan
5. Website: Tasha*, Jessica, Mike
6. Events: Cody*
7. Grants: Dan*, Meghan, Cody
8. Professional Development: Kay*, Cody
9. Strategic Planning: Dan*, Tara*, Jessica, Andy

BWSR Advisory Member: MACDE Board of Directors will rotate meetings.

2024 MASWCD Advisory Member: MACDE Board of Directors will rotate meetings.
January-Mike S., April - , June-, August- September-, October-, November-, December TBD.