



**MACDE**

Minnesota Association of Conservation District Employees

[www.macde.us](http://www.macde.us)

## 2023 MACDE 3rd Quarter Agenda

July 17, 2023

Cambridge SWCD

110 Buchanan St N, Cambridge, MN 55008

10:00 AM

1. Call to Order
2. Welcome
3. Approval of the Agenda
4. Approval of the Minutes
5. Treasurer's Report
6. Director's Report
7. Old Business
  - a. New Directors
    - i. Area 1 Jamie Osowski – Kittson SWCD
  - b. MACDE Education Grant Reimbursements
    - i. Crow Wing Baxter Elementary School Prairie Garden
    - ii. Swift SWCD Videography Awareness Campaign
  - c. Leadership Grants
  - d. Education Grants
8. New Business
  - a. Best Practice Outreach Video Discussion
  - b. Managers Meeting Discussion
  - c. Partner with MASWCD on HR Assistance Discussion
    - i. Isanti SWCD HR Resolution MASWCD-Tiffany Determan Manager Isanti SWCD
  - d. Extraordinary Contribution Award
    - i. Notice Dates
  - e. Annual Meeting Cragun's BWSR Academy
    - i. Agenda Items
9. Adjourn

MACDE BOARD WORKSESSION TO FOLLOW BOARD MEETING

## Discussion Items:

- a. Educational Grants
- b. Training Funds
- c. MACDE Brochure
- d. Managers Meeting
- e. Website
- f. Strategic Plan Update
- g. Human Resources Training with Ann Gehring.
- h. Glossary for Budget Items (Discussion Item)
- i. MCIT / BWSR Sponsored Admin Training
- j. Submit Wage and Benefit Survey earlier so districts can use them for reviews
- 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.

## 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.

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

February-Mike S. (Cancelled), April – Cody F., June-Jessica A., August-Ashley B., September-Nathan W., October-Meghan D., November-Andy A.