



ANNUAL MEETING AGENDA

The meeting will be held in-person and virtually at the SWCD office

A link to attend virtually is on the website

ESTABLISH QUORUM AND CALL MEETING TO ORDER, THEN

1. Agenda
2. Election of Officers
3. Minutes of Last Meeting
4. Financial Reports & Program Summary for Last Month
5. Accounts Receivable and Accounts Payable
6. Guest Introductions & Comments

NEW BUSINESS:

7. Annual Business
8. BWSR Funds
 - a. Authorized Representative Change & Board Resolution 2026-01
 - b. Facilitator Contract with unTapped LLC. from PRAP grant funds
 - c. Shoreline Restoration 75% Cost Share Contract 26-01-1 (WBIF-RHV)
 - d. Soil Health Delivery Grant FY26 & Board Resolution 2026-02
 - e. Well Sealing 50% Cost Share Contract 26-01-2 (26 Conservation Contracts)
 - f. Woodland Stewardship Plan Renewal 50% Cost Share Contract 26-01-3 (WBIF-RHV)
9. Email Migration and Microsoft Defender Contract – ACP Professional Services
 - a. If awarded, approve downpayment to ACP Professional Services
10. Financial
 - a. AIS Initial Program Expense Authorization for 2026, up to \$34,000
 - b. \$250,000 Certificate of Deposit (RHV) maturing 1/22/26 – Reinvest \$100,000
 - c. Guidelines for the use of SWCD Aid & Board Resolution 2026-03
11. Human Resources
 - a. Cannabis, Cannabis Products, Drug & Alcohol Use Policy update
 - b. Change the 1/1/26 PFML .295% Wage Increase to a Benefit Increase as of 1/1/26
 - c. Salary Adjustment for Anita Provinzino Effective 2/2/26
 - d. Sick and Safe Leave Policy for Temporary and Seasonal Employees
12. Upcoming Supervisor Meetings and/or Trainings
 - a. Laurentian Resource Conservation & Development – January 26
 - b. Policy Committee – Little Fork River – January 29
 - c. Policy Committee – St. Louis River -
 - d. Technical Service Area III – January 28
 - e. Upcoming Retreat - February 24 from 10:30-3:30
 - f. Other
13. Other

REPORTS:

14. St. Louis River Watershed Presentation by Kaela Veihman, SLR Watershed Conservationist
15. Monthly Progress Report
 - a. Technical Services Area 3 – 4Q25 Contribution
16. Natural Resources Conservation Service Report
17. Supervisor & Committee Reports

CLOSING:

18. Confirm Next Meeting Date Based on Regular Meeting Schedule as set in Item 9
19. Adjourn