

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE MACON COUNTY CONSERVATION DISTRICT  
April 17, 2024**

PURSUANT to written notice given all members of the Board, the above meeting was called to order at 5:30 p.m. by President Bendsen

Board members present: President Bendsen, 1<sup>st</sup> Vice President Castor, 2<sup>nd</sup> Vice President Sams, Treasurer Allen, and Secretary Reed  
Board Members absent: None

Trustee Castor MOVED to approve the Minutes of the March 20, 2024 Regular Public Meeting. Trustee Reed SECONDED the Motion. Roll call vote was as follows: Trustee Allen, "AYE"; Trustee Reed, "AYE"; Trustee Sams, "AYE"; Trustee Bendsen, "AYE"; and Trustee Castor, "AYE". Motion carried.

Trustee Allen MOVED to approve the Treasurer's Report and disbursements in the amount of \$167,370.14 and additions to disbursements in the amount of \$28,278.47 as presented. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Sams, "AYE"; Trustee Bendsen, "AYE"; Trustee Castor, "AYE"; Trustee Allen, "AYE"; and Trustee Reed, "AYE". Motion carried.

**COMMENTS FROM AUDIENCE:**

No comments.

**PRIOR BUSINESS:**

No prior business discussed.

**NEW BUSINESS:**

**1. Set FY25 Annual Meeting Dates:**

Annual meetings dates were presented for to the Board. The June meeting was discussed as it falls on Juneteeth. Juneteenth is a Federal Holiday and observed by MCCD. The Board discussed skipping the June meeting, noting that May would then be President Bendsen's last meeting. The paper will have to be notified.

Trustee Allen MOVED to approve cancelling the June 2025 meeting and otherwise approving the FY25 Meetings dates as presented. Trustee Sams SECONDED the Motion. Vote was as follows: Trustee Bendsen, "AYE"; Trustee Castor, "AYE"; Trustee Allen "AYE"; Trustee Reed "AYE"; and Trustee Sams, "AYE". Motion carried.

## **2. Approval of Annual Depositories:**

Pam smith presented the annual list of depositories. Pam Smith noted that Town and Country Bank is now Heartland Bank. Trustee Reed inquired if we do business with all banks. Pam smith noted that we do not, but it gives the opportunity to shop around.

Trustee Gussie MOVED to approve Depositories. Trustee Allen SECONDED the Motion. Roll call vote was as follows: Trustee Castor, "AYE"; Trustee Allen, "AYE"; Trustee Reed, "AYE"; Trustee Sams, "AYE"; and Trustee Bendsen, "AYE". Motion carried.

## **3. Inquiry Status Resolution Approval:**

Pam explained that this resolution will allow new Director of Finance and HR Nicky Besser to do admin duties on bank including transferring, contacting, etc as a non-signer. Trustee Reed recommends that we should also change the resolution to include the removal of Pam Smith.

Trustee Reed MOVED to approve the Inquiry Status Resolution as presented. Trustee Allen SECONDED the Motion. Roll call vote was as follows: Trustee Reed, "AYE"; Trustee Sams, "AYE"; Trustee Bendsen, "AYE"; Trustee Castor, "AYE"; and Trustee Allen, "AYE". Motion carried.

## **4. Approval of Moving Funds from Contingency Line:**

Memo from Pam. requires this paperwork per Pam's lawyer, then she will be removed and Nicky added so she can perform her duties.

Trustee Castor MOVED to approve the budgetary fund moves per the memo. Trustee Allen SECONDED the Motion. Roll call vote was as follows: Trustee Sams, "AYE"; Trustee Bendsen, "AYE"; Trustee Castor, "AYE"; Trustee Allen, "AYE"; and Trustee Reed, "AYE". Motion carried.

## **5. Passing Resolution for IMRF Authorized Agent:**

Memo from Pam. IMRF requires this paperwork per Pam's lawyer, then she will be removed and Nicky added.

Trustee Sams MOVED to approve the Resolution for IMRF Authorized Agent per the memo. Trustee Reed SECONDED the Motion. Roll call vote was as follows: Trustee Allen, "AYE"; Trustee Reed, "AYE"; Trustee Sams, "AYE"; Trustee Bendsen, "AYE"; and Trustee Sams, "AYE". Motion carried.

## **6. Staff Reports:**

Jerry Culp, Executive Director:

1. Busy working on grants.:
  - a. Ft. Daniels: engineering and consultants being lined up while waiting on contracts from DNR.
  - b. Rock Springs Outdoor classroom: Hired consultants and set up schedule. Will see constructions drawings beginning of May with bidding in June. Approval of bids June. Constructions starts in August. Most will be completed by November with an opening of late spring after other updates. Fine details will be discussed next meeting.

- c. May: Legislative conference and parks day at the Capitol. It is interesting to see what everyone is giving away and to give away MCCD gear, which this year is charging pucks and yo yos. We will also get info on what other parks are doing and attend a conference.
2. Rock Springs Ramble: Ashton is taking the lead and it is going well
3. Last month 2 grants were approved to be written: Labor Relations (submitted) and Bike trail (due mid-May)
4. Presented at Early Bird Kiwanis

Phil Julius, Director of Operations

1. Workers did a great job wrapping up the year
2. Installed cameras in the nature center – 1 at each main entrance and one in the courtyard to the East to catch both remaining wings, and one on the info center shining on the parking lot. They are hard-wired. Not a 24/7 monitoring system but it has a 30 day DVR. Operations Director, Site supervisor, and site tech have access. Site supervisor can see snow, and site tech is first responder. Access is on mobile phones and can be seen in real-time with slight delay. System is capable of adding more cameras. Provider is Stout Security.
3. Installed garage door opener for garage downstairs with a remote in vehicles
4. Purchased a golf cart shuttle that is fully electric
5. Shelving was purchased and installed in the basement for the new store. Joy and Phil have been working on this for bulk purchasing needs.
6. Burn season is wrapped up. A little more than 1,000 acres of MCCD land plus 400 acres of other govt property was burned.
7. Decatur Running club did a fundraiser at Sand Creek for a BSA Eagle Scout project and raised about \$1500.

Pam Smith, Director of Finance & HR

1. Housekeeping in preparation for year-end so Nicky will not have to do this during her first month. Most things are done.
2. New hire and returning seasonal hire paperwork
3. Joy is working a lot on camp registration and DPS vouchers but it is going well
4. Finalized manual for Nicky as an asset
5. Corporate Fund accounts probably have the most revenue overage we have seen (9% over budgeted mount) and Expenses 11% under budgeted amount. Excess given to capital campaign. These numbers are unofficial until the Audit
6. Pam was thanked for her excellent service by Pres. Bendsen

Alysia Callison, Director of Programs

1. Very busy with camps starting
2. Registration opened April 1st and numbers are looking up for the summer
3. A lot of interest by DPS 61 parents using vouchers provided
4. Summer concert series finalized
5. Several public groups, programs, and preschools came in for programming
6. EEI conference was held in March including a field trip to Rock springs. Alysia helped coordinate this and attendees saw a live burn.
7. Ashton attended a few different community events – number of school and organized events was extremely high because KidFest had over 900 touch points
8. Community Foundation has announced a grant that we are intending to apply for. We are not 100% sure what it would be for, but we are considering funding a Star Lab (an inflatable planetarium). Children’s Museum used to loan one to MCCD but they sold it and it was very popular. We are also looking at updates to Children’s Awareness Room including sensory elements.

**7. Other**

No other business discussed.

**COMMENTS FROM TRUSTEES:**

1. President Bendsen commented that she is pleased with the amount of effort done.
2. Trustee Reed commented that she is very pleased with the media presence as of late. Alysia noted that Ashton has been doing a lot of work to cultivate these relationships.
  - a. Trustee Allen added that these are great and free advertising opportunities
3. Trustee Castor asked about budgeting – asking who is Vermont System. Pam answered that it is our online reservation system including summer camp registration.

**EXECUTIVE SESSION:**

**1). Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 5 ILCS 120/2 (c) (21)**

Trustee Castor MOVED to go into Executive Session at 5:58 p.m. for the purpose of:

- 1. Releasing all Executive Session minutes related to the Floyd Property 2/16/22, 9/1/22, 3/22/23**
- 2. Releasing any recorded minutes older than 18 months**

Trustee Reed SECONDED the Motion. Roll call vote was as follows: Trustee Allen, “AYE”; Trustee Reed, “AYE”; Trustee Sams, “AYE”; Trustee Bendsen, “AYE”; and Trustee Castor, “AYE”. Motion carried.

Trustee Sams MOVED to return to the Regular Public Meeting at 6:07 p.m. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Reed, “AYE”; Trustee Sams, “AYE”; Trustee Bendsen, “AYE”; Trustee Castor, “AYE”; and Trustee Allen, “AYE”. Motion carried.

Trustee Reed MOVED to approve the Executive Session Minutes of April 17, 2024. Trustee Allen SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, “AYE”; Trustee Reed, “AYE”; Trustee Castor, “AYE”; Trustee Sams “AYE”; and Trustee Allen, “AYE”. Motion carried.

**ADJOURNMENT:**

There being no further business, Trustee Allen MOVED to adjourn the Public Meeting at 6:12 p.m. Trustee Sams SECONDED the Motion. Roll call vote was as follows: Trustee Castor, “AYE”; Trustee Allen, “AYE”; Trustee Reed “AYE”; Trustee Sams “AYE”; and Trustee Bendsen, “AYE”. Motion carried.

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President

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Secretary