

## NDCDEA Director's Meeting

July 26, 2023

The July 26, 2023, Director's Meeting was held in Bismarck, NDFS building, and via Zoom. Meeting called to order by President Krueger at 1:10 pm. Directors present were Dustin Krueger, Shannon Anderson, Easton Brown, Tokina McHarry, Matt Olson, Molly Jugovic, Chad Thorson, and Darci Gahner (Zoom). Others present Sarah Tunge and Rhonda Kelsch (2:14 pm arrived). Absent were Cassidy Fairbanks, Kari Beckman, and Stetson Myers.

The minutes from the April 25th meeting were approved on 4-27-23, with Olson making motion, Brown second.

Financials – see attached. Olson motion to approve, Brown second. Approved unanimously.

Old Business:

Windbreak technology course. Krueger gave brief report on progress. Save the date has been sent out (Sept. 26-28). There is interest from SD employees. ND will be given first preference. Held at Menoken. Will be meals included (likely), porta potty rental, and bus from Farmers Union. Another planning meeting will be held tomorrow.

DAM 2024 is scheduled for March 11-13, 2024, at the Radisson Blu, Fargo. This is a Monday-Wednesday. A survey will be sent out to employees about preferences on location for 2025 – will be somewhere in the western half of the state. Planning committee will meet early fall.

Education Workshops – Beth Hill with NDFS received a grant to train ND SCD employees in the Project TREES/WILD curriculum. McHarry helped with some of the location planning. Four locations around the state – at least one director will be present at each location to assist Hill.

OHF – Tunge reported new OHF grant was approved at full funding status but contracts are still being reviewed at AG office. Round 1 contracts will be sent out as soon as contract for funding is approved. These round 1 apps are at SHPO currently.

Still waiting on some pay apps to be turned in. Directors will reach out to those who haven't turned in paperwork yet.

Second application round will be coming fast this fall, with deadline for apps being August 18 so enough time is left for fall prep. An email will be sent out informing all employees of progress and what to expect.

Area SCD Meetings – Directors should try to attend their meetings to give partner update.

DART/Payment Contributions – Caught up now with old submissions. Quarter 2 should be sent in to NRCS by Friday. Should be more streamlined and normal reimbursement now going forward. DART will be shut down this weekend to roll over to new biennium. Email will be sent about this.

Recommended doing a statewide training with NRCS and DCs about what can be submitted for NRCS contribution agreements since DCs sign off on submissions. Also, we, as Directors, need to educate employees on what should or can be submitted.

Leadership Grant – Will be pursuing a NACD TA grant.

Employee Handbook – A test tab will be sent out for review for next meeting.

New Business:

NDASCD State Convention – Rhonda Kelsch reported potential dates of Nov. 13-15 (M-W). Not for sure – waiting for hotel contract. In Bismarck. NDCDEA will need meeting room for annual meeting and mentor session. Looking for ideas on changing achievement winner banquet/recognition/etc. Discussion was held.

Area V Director – Cassidy is PT now, but living in SD. Should we keep her on till November or appoint new member now? Send out email to some individuals to stir interest in taking that Area 5 position in November.

Other Business:

NACD Summer Meeting – received very positive feedback nationally so kudos to ND. Had 4 directors and several other SCD employees in attendance.

NACD Regional/National Employees Association – Annual meeting is in San Diego this February. Employee Association will be holding employee development training, Saturday the 10<sup>th</sup>. Region meetings are on Sunday.

Northern Plains will have a leadership training/meeting Nov. 1-3 in Deadwood. Save the Date will be coming soon. Employee's Association will sponsor 10 employees to go – more information will be coming soon.

Meeting was adjourned at 3:31 pm.

Respectfully Submitted,

*Tokina McNarry, Secretary*

**NDCDEA**  
**Balance Sheet**  
As of July 24, 2023

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	<u>Jul 24, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
NDCDEA Checking	121,689.98
Total Checking/Savings	<u>121,689.98</u>
Total Current Assets	<u>121,689.98</u>
<b>TOTAL ASSETS</b>	<b><u>121,689.98</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	2,841.10
Unrestricted Net Assets	97,671.67
Net Income	<u>21,177.21</u>
Total Equity	<u>121,689.98</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>121,689.98</u></b>

**NDCDEA**  
**Profit & Loss**  
**January 1 through July 24, 2023**

	Jan 1 - Jul 24, 23
Ordinary Income/Expense	
Income	
NRCS/SCD Grant	
Area 1	16,495.28
Area 1 Administration	3,299.06
Area 2	20,028.79
Area 3	24,220.78
NRCS/SCD Grant - Other	80,994.80
Total NRCS/SCD Grant	145,038.71
Program Income	
State Membership Dues	40.00
Tree Promotional Registration	4,138.52
Program Income - Other	7,000.00
Total Program Income	11,178.52
Total Income	156,217.23
Gross Profit	156,217.23
Expense	
Media Partnership Grant Expense	302.56
Meetings	
Meal Expense	90.16
Tree Promotional Mtg	5,501.87
Total Meetings	5,592.03
NRCS/SCD Grant Payables	
Area 1 Tech/Admin	16,495.28
Area 2 Tech/Admin	20,028.78
Area 3 Tech/Admin	24,221.48
NRCS/SCD Grant Payables - Other	67,495.67
Total NRCS/SCD Grant Payables	128,241.21
Operations	
Awards/Plaques	193.10
National Meetings	575.00
Supplies/Miscellaneous Expense	126.12
Operations - Other	10.00
Total Operations	904.22
Total Expense	135,040.02
Net Ordinary Income	21,177.21
Net Income	21,177.21