



Catoctin Board Meeting
Thursday, May 25, 2023- 8:30 AM
SCD Office

In attendance: Supervisors: B. Sowers, J. Falkenstein, J. Orlowski (call in), E. Arnold, A. Holter. Associates: W. Shafer, R. Grossnickle. District Manager, H. Hutchinson. Soil Conservation Coordinator, K. McAfee. Additional Guests: Brent Cammauf. *Meeting ran by J. Falkenstein, Vice Chair

Meeting called to order by J. Falkenstein at 8:40 AM.

April Minutes approved as presented by motion: E. Arnold, second by J. Orlowski. All in agreement.

Treasurer's Report approved as presented by motion: E. Arnold, second by J. Orlowski. All in agreement.

Expenses for the month approved as presented by motion: B. Sowers, second by E. Arnold. All in agreement.

1. **Bank Account Reconciliation** Motion to accept the Bank Account Reconciliation report as is by E. Arnold, second by J. Orlowski. All in agreement.

Old Business:

1. Board Merger - H. Hutchinson reported that the State Soil Conservation Committee is proposing to hold the referendum from July 10-14. Cover Crop sign up will be held in office from June 21- July 17, so these dates coincide.
 - a. The SCD has reserved the Extension Office meeting room on July 6th from 7-9pm to hold a public meeting to hear from landowners regarding the merger.
 - b. The ballot box will be in office from July 10-14 and will be monitored by Alisha Mulkey and Ed Wurmb. 50 ballots must be cast with majority winning.
 - c. A mail in ballot will also be made available. The ballot must be postmarked between July 10 and 14 to be counted.
2. H. Hutchinson reported that no joint SCD CD's have been purchased due to conflicts in schedules and family emergencies.
3. H. Hutchinson reported that she received an email from Josh Smith, Western MD RC&D stating that the RC&D agreement with NRCS will not include funding for a nutrient management plan writer.

Current Business:

1. H. Hutchinson brought forward a D & O insurance policy from Professional Government Underwriters, LLC. The application needs the chairman's signature.
 - a. J. Falkenstein motioned, second by A. Holter, to accept the policy for D & O insurance. All in agreement.
2. H. Hutchinson received the general funds MOU with MDA. The agreement provides funding for board member per diem for meetings and to cover MASCD meetings and dues.
 - a. A. Holter motioned, second by E. Arnold, to approve the general funds MOU with MDA as is. All in agreement.
3. H. Hutchinson went over closed meeting and confidentiality guidance that was presented during the District Managers quarterly meeting.
4. H. Hutchinson reviewed the WIP Progress meeting that was held on May 4th. Handout reviewed was included in the board members packets.
5. H. Hutchinson reported that the SCD application to attend the Jubilee on June 10th has been accepted. The district ordered 1500 coloring books that talk about soil health as well as custom seed packets to hand out. Coloring books and seed packets will also be used at Frederick Fair as well as the Sabillasville Environmental Day and Envirothon.

- a. Booth at Jubilee must be manned from 3pm-8pm.
 - b. B. Sowers motioned, seconded by A. Holter, to pay for half of the meal stipend at the Jubilee. All in agreement.
6. The dates for the Great Frederick Fair this year are September 15-23. H. Hutchinson reported that the SCD's will have a booth again this year. Coloring books and seed packets will be handed out.
 7. H. Hutchinson reported that the Summer MASCD Meeting will be held from August 27-29 in Cambridge, MD. Registration is open and closes on July 31st. Details were included in board members folders.
 - a. J. Falkenstein is interested in attending.
 - b. K. McAfee to send out form for members to fill out.
 8. H. Hutchinson asked that board members cash all outstanding checks and submit all expense reports at next months meeting in preparation for the fiscal year closing.
 9. H. Hutchinson reported that she gave a presentation on the District and the MDA cover crop program to the Monocacy River Commission on April 27. They are supportive of our mission.

Committee Reports:

- **RC&D:** No Report.
- **Info/Education:** No Report.
- **Awards:** No Report
- **Legislative:** No Report.
- **Ag Complex:** No Report.

Communications: No Report.

Cooperating Agencies (MDA, Extension):

1. M. Townsend provided a handout prior to the meeting of important extension dates to remember.

Urban Report: Handout provided.

Next Meeting: Tuesday, June 20, 2023 at 9:00 AM held at the Burkittsville Ruritan.

Adjournment: A. Holter motioned, seconded by E. Arnold, that the board adjourn the regular meeting and meet in closed session to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter as authorized by General Provisions Article Section 3-305(b)(13). The motion carried unanimously.

Minutes recorded by Kendra McAfee