

**Golden Sands Resource, Conservation & Development Council, Inc.**  
**Personnel/Finance Committee Meeting Minutes**  
**September 17th, 2020**  
**Jordan Park's East Pavilion**

**Attendees:** Gary Beastro (Member-at-Large); Joshua Benes (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Reesa Evans (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Hugh O'Donnell (Member-at-Large); Amy Thorstenson (Golden Sands RC&D Staff). Diane Hanson (Marathon) and Bob Walker (Member-at-Large) attended online. Bill Clendenning and Al Drebek were also present.

**CALL TO ORDER:** Hernandez called the meeting to order at 9:01 a.m.

**CLOSED SESSION:** Motion made by Evans, seconded by Barden, to go into closed session. Motion carried unanimously. Into closed session at 9:03 a.m. Clendenning and Drebek left the room.

**OUT OF CLOSED SESSION:** Motion made by Barden, seconded by Evans, to go out of closed session. Motion carried unanimously. Back into open session at 9:14 a.m. Clendenning and Drebek re-entered the room.

**INTRODUCTIONS:** No introductions were made. All familiar.

**APPROVAL OF MINUTES:** Motion made by Beastro, seconded by Hernandez, to pass the minutes from the July 2020 meeting. Motion carried unanimously.

**TREASURER'S REPORT:** Hilgart passed out the most recent treasurer's report. Most of the expenditures have been payroll and project-related. There was a slight increase in the endowment fund for the quarter that ended on June 30, 2020. The next endowment report will cover until the end of September 2020. Two extra expenditures were for the Employment Practices Liability Insurance, that was approved at the July 2020 meeting, and \$1,500 for attorney fees. Motion by Evans, seconded by Barden, to forward to the full council. Motion carried unanimously.

**FINANCIAL PROCEDURES:** Names are being changed on the bank account to reflect the change in officers that was voted on at the July 2020 meeting. There will also need to be a change on the assigned name on the credit card.

**STAFF AND MEMBERSHIP:**

**New NRCS Employee:** A new three year contract for a fifth soil conservationist position, in Juneau County, has been signed with the Natural Resources Conservation Service (NRCS). The job announcement has been posted. There is one more year remaining on the contract for the other four positions. Once the contracts are completed, all five positions will be combined under one contract. Although payment for three more years is guaranteed, if there is money left at the end of that period, the positions can be extended to five years.

### **COUNCIL PURCHASES:**

**New Speakerphones:** Two new speakerphones, with enhanced speaker qualities, were purchased for online meetings and presentations.

**GIS and Drone:** There was a discussion about Golden Sands possibly getting GIS capabilities. Benes will look into options. Hernandez wondered if Golden Sands had any need for a drone; staff indicated that the topic wasn't discussed.

### **INSURANCE & BENEFITS:**

**Liability:** Benes obtained a quote from Cincinnati Insurance and wondered if he should move forward once the current Beehive Policy expires. Motion by Evans, seconded by Barden, to go ahead with that plan. Motion carried unanimously.

**Health Insurance:** After discussion, a consensus was reached that further exploration about group health insurance, for full-time employees, was appropriate and that employees should be polled about their desire for such insurance in place of the current stipend.

**Other Insurance:** Anthem Insurance remains the best option for accidental death, dismemberment, life, etc.

### **PERSONNEL POLICY & PROCEDURES HANDBOOK**

**By-Laws and Conflict of Interest Revisions:** Suggestions were previously made by the lawyer and by Evans. Benes explained the difference in the two options for each of these documents.

**ThinkHR Handbook:** Benes described this online handbook as a system that would contain suggested language for rule changes and possible answers for various human resources issues.

**Communication/Marketing:** No new items.

### **OTHER BUSINESS**

**LCC Meetings:** Benes finished contacting Golden Sand's LCC committees. Outagamie County asked that their contact be delayed until spring 2021. Tentative arrangements are in November for Adams, Juneau, and Monroe Counties but it is possible these will also be delayed if the Covid-19 issues continue.

**ADJOURNMENT:** The meeting was adjourned at 9:47 a.m. upon motion made by Evans, seconded by Beaström.

Respectfully submitted,

Reesa Evans  
Recording secretary