



Conservation District of Southern Nevada
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MINUTES
Conservation District of Southern Nevada
Conservation District- 5820 S. Pecos Road A-400, Conference Room
August 11, 2010 – 3:00 PM

Attendees:

Supervisor Jon Wardlaw, Chair
Supervisor Joe Fortier, Vice-Chair
Supervisor Elizabeth Hewitt, Treas. /Secretary
Supervisor Mark Silverstein, Clark County Rep.
Supervisor Chris Magee, Incorporated Cities Rep.
Supervisor Elise McAllister
Supervisor John Hunt
Jennifer Clifford, District Coordinator
Kyle Fisher, Intern

Absent:

All present.

OPEN MEETING

Supervisor Wardlaw called the meeting to order at 3:05 P.M.

Consent Agenda: (Action item)

Supervisor Hunt moved to approve the consent agenda. Supervisor Hewitt seconds and the motion carries.

Business Agenda:

1. Financial Update - (Discussion/Action Item)

Jennifer presented a financial update for FY10/11 to the Board and stated that CDSN is on track for what has been planned. **No action taken**

2. Fundraising Presentation & Work Plan – Jennifer Clifford (Discussion/Action Item)

Jennifer expressed concern about fund depletion by end of fiscal year 10/11. A fundraising presentation was prepared and presented to the Board that included new options for fundraising. Jennifer also prepared a Work Plan for Fundraising Tasks with a minimum goal for fundraising set for \$80,000 this fiscal year. Jennifer asked the Board to provide input on what their idea of what CDSN does and represents to the community to help develop content for fundraising initiative. The Financial Working Group will convene meeting to help work on fundraising initiatives. To better inform Clark County residents of CDSN's credibility it was agreed that Board member bios should be added to the website. **No action taken**

3. Approve Partnership Agreement for Sustainable Communities Grant - (Discussion/Action Item)

Supervisor Wardlaw explained that the Southern Nevada Regional Planning Coalition (SNRPC) has tasked their staff to apply for grants to promote sustainability through regional cooperation and planning. City of Henderson will be the lead applicant for a HUD grant for a Sustainable Communities Regional Planning Grant. CDSN will partner with Henderson and a Consortium of other local agencies to apply for the HUD grant. CDSN would play two roles: 1) be a partner for conservation and sustainability and 2)

administering the grant for which CDSN will receive grant funds to carry out. Jennifer stated that CDSN is not contributing in-kind. The grant requires a consortium of partners be established that will work together toward project goals under the grant. The Partnership Agreement requires Board approval. Supervisor Wardlaw confirmed that the County DA has reviewed and approved the Partnership Agreement. **Supervisor Fortier motioned to approve the Partnership Agreement. Supervisor Hewitt seconds and motion passed.**

4. Authorize membership to Sage Steps (up to \$500) - (Discussion/Action Item)

Supervisor Wardlaw explained that a service contract needs to be approved for signature and is pending review from the County DA. Joining Sage Steps would benefit CDSN by providing another outlet for outreach to residents. The cost for a one year membership is \$500. The program is a free online service to residents that uses data provided by the user on fuel and utility usage to output a sustainability score. Supervisor Wardlaw explained that the program posts member information based on when they became a member and if CDSN gets in early they will be at the top of Sage Steps resource list. Jennifer stated that there are currently 3,500 users signed up for the program, and questions validity of information based on small sample size and fact that individuals are responsible for entering their own data. Supervisor Hunt wanted to know if Sage Steps would help CDSN generate revenue. Supervisor Wardlaw assured the Board that as a marketing tool this program will save money. Supervisor McAllister comments that this website will provide CDSN with a lot of good online exposure. **Supervisor Silverstein motioned to approve \$500 for Sage Step's membership and authorized the chair to sign the contract pending DA approval. Supervisor Fortier seconds and the motion passed.**

5. Manager's Report – Jennifer Clifford (Discussion/Action Item)

Jennifer discussed how she created a new format for reporting to the board on staff activities that is broken down into the following 3 categories.

a) Current Progress & Accomplishments

- Marketing – 93 Facebook contacts
- Programs and Partnerships – Plant Sale Sep. 18th and Oct. 2nd
- Responded to Project Partnership Form on multi-family recycling
- Responded to 3 Mt. Charleston reimbursement requests
- Funding – EPA Climate Showcase grant was submitted
- Working with SNRPC & Consortium on Sustainable Communities Planning Grant
- CDSN was not awarded EPA EE Grant for creating a Small Grant Program with CCSD
- Submitted a budget for an RC&D grant for outreach materials
- Attended – 3 webinars on fundraising
- Operations and Administration – submitted draft financial report
- Transferred materials out of storage unit to NRCS and vacated ahead of schedule, saving CDSN \$462.00

b) Upcoming Plans

- Advertising the Plant Sale
- Green Drinks – Attend networking group meetings to find synergy
- Christmas Tree Recycling starts this month
- Draft letters to cities requesting funding
- Possible weeds grant on the table
- Board appointment letter to be submitted
- Board election logistics (tentative date November 10th in the morning)

c) Board Assistance & Input

- Plant Sale flyers will be handed out
- National Clean Energy Summit coming up in Sept. (\$175 registration)
- Continue to promote CDSN Facebook page
- Would like to get involved with Green Chips

- Las Vegas RJ does annual green awards. Would like to be co-sponsor or possibly qualify to win an award.
- Board vacancy filled – need to recruit. Vacancy will be posted on website and Facebook page.

No action taken

6. Supervisor's Report - (Discussion/Action Item)

Supervisor Hewitt changed the pricing structure for the plant sale, especially for harder to grow plants. Logistics for the plant sale have changed as well; there will be someone from Supervisor Hewitt's staff writing up the ticket then CDSN staff will handle transaction. A new trailer and carts will be provided to make transporting the plants more convenient. There will be a compost bin raffled off at the Sept. 18th Plant Sale.

Supervisor Hunt suggests that if anyone would like to attend the upcoming RC&D meeting is more than welcome and that he will be looking into CDSN's proposal for a grant with RC&D. Supervisor Hunt will be going down to Laughlin in the coming month to check project for growing native grasses for restoration.

Supervisor Silverstein states he has been trying to schedule a meeting with Commissioner Giunchigliani and what issues the Board would like to be brought up. Also suggested the Board Supervisors could have business cards stating their CDSN board position. Supervisor Fortier mentioned that they've done that in the past.

Supervisor Fortier says he will attend the NvACD annual meeting this year in Pahrump at the end of October and will also attend State Conservation Commission meetings.

Supervisor Magee will set up a meeting with Green Chips to discuss synergies and will help promote the plant sales by posting flyers around the MGM Resort properties.

Supervisor McAllister comments that the Master Gardeners in Moapa have disbanded they donated \$5,000 to the Farm Foundation. They set up an interest free small loan program for residential vegetable and fruit gardening.

Supervisor Wardlaw reminded the Board that priority should be given to developing the Conservation Partnership Program.

No action taken

7. Open Discussion and Public Comment – (Discussion Only)*

Supervisor McAllister informed everyone of the upcoming Pomegranate Festival November 5th and 6th at the Clark County Fair Grounds also coincides with the Hump & Bump OHV event. Supervisor McAllister also complimented everyone for doing an awesome job, Supervisor Silverstein seconded that comment. Supervisor Wardlaw also commends everyone for doing a great job. Supervisor Fortier mentioned that all of the Conservation District's are in 'good standing' and will each receive \$4,000. The budget can be expected to be cut again next year. **No action taken**

8. Agenda Items – (Discussion/Action Item)

Jennifer states that there are some agenda items from the previous meeting that will go towards the next meeting and an annual report approval will go along with that. **No action taken**

- Approve FY 0910 Annual Report
- Financial Working Group Report
- Fundraising Priority List
- Board Supervisor Election Logistics – new recruit for board
- Board Appointments
- Fall Plant Sale
- Sign SNWA MOU for 319 grant

- CDSN Policy Changes & Document Retention Policy
- Travel authorization to NvACD Annual Meeting – Authorize funds for auction item

Any other agenda items can be emailed to Jennifer prior to next meeting.

9. Meeting Date and Location- (Discussion/Action Item)

- Next meeting will be on September 15 at 1:30 pm at CDSN.
- Elections will be held in the Pueblo Room of the county building on the morning of November 10th.

10. Adjournment - (Action Item)

Supervisor Fortier motioned to adjourn. Supervisor Silverstein second the motion. The motion carried

The meeting was adjourned at 4:51 pm.

Respectfully Submitted,

Elizabeth Tomica Hewitt, Sec. /Treasurer

Date