

**District Board of Directors
Meeting Minutes
December 17, 2025**

1. Call to order: Chair David Coon called the meeting to order at 7:03 pm.
2. Roll Call: Present: Dave Coon: Chair; Tim Bontecou: Treasurer; David Koehler (Via Zoom); Michael Lawrence
Others Present: Brian Scoralick, Executive Director; Denise Bermudez, Secretary to Board
3. Public Comments: None
4. Approval of the previous month's meeting minutes: Davis Koehler made the motion to accept the November 19, 2025, minutes as presented. Tim Bontecou seconded. Motion Carried.
5. Treasurer's Report: A motion was made by Michael Lawrence to approve the Treasurer's Report as presented. Second David Koehler, Motion Carried.
6. Bills: A motion was made by Tim Bontecou to pay the District Bills as presented. Second, Michael Lawrence. Motion Carried.
7. Correspondence: None
8. Reports: Executive Director's Report: Brian Scoralick discussed How staff has been wrapping up the end of the year, working on the seedling sale and preparing the 2026 newsletter. Brian also informed the board about the recent purchase of the company vehicle (Ford F150) that was put up for bid and accepted.
9. New Business:
 - Part C:
 1. A motion was made by Tim Bontecou to approve the cover crop payment for 1st year agreement with Sunflower Hill Farm for \$400.00. Second, Michael Lawrence. Motion Carried.
 2. A motion was made by Tim Bontecou to approve the cover crop payments for 2nd year agreement with Migliorelli Farm for \$8,000.00. Second, Michael Lawrence, Motion Carried.
 - A motion was made by David Koeler to approve the 2026 Draft Budget as presented. Second, Tim Bontecou. Motion Carried.
 - A motion was made by Michael Lawrence to approve the 2026 HRA Contributions of \$375 Individual and \$750 Family. Second, Tim Bontecou. Motion Carried.

Board of Directors

David Coon, Chairperson
David Koehler

Sandy Washburn, Vice-Chairperson
Michael Lawrence
Deirdre Houston

Tim Bontecou, Treasurer
Andrew House

- A motion was made by Michael Lawrence to approve \$9,852.43 for the renewal of the 2026 Commercial Insurance policy. Second Tim Bontecou. Motion Carried.
- 2026 Staff Salaries were discussed within the 2026 Draft Budget.
- A motion was made by Michael Lawrence to approve \$9,500.00 to be paid for the Fiscal Year 2025 Audit – EFPR. Second, David Koehler. Motion Carried
- A motion was made by Tim Bontecou to pay \$195.00 for CPESC Annual Renewal. Second, Michael Lawrence. Motion Carried.
- A motion was made by Michael Lawrence to approve the Payment of \$4,326.25 to Meadowview Farm Nursery for our Annual Seedling Sale. Second, Tim Bontecou. Motion Carried.
- A motion was made by Tim Bontecou to approve the payment of \$475.00 for Lauren Drum to attend online training with the American Society of Agronomy. Second Michael Lawrence. Motion Carried.
- Sexual Harassment Training was presented by Brian Scoralick to the Board and was completed.

10. Next Meeting Date: January 21, 2025 at 7:00pm

11. David Koehler made a motion to adjourn the meeting. Michael Lawrence seconded. Meeting adjourned at 7:36 pm.

Board of Directors

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Michael Lawrence Deirdre Houston

Tim Bontecou, Treasurer
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