

**EXAMPLE OF RECORDING SECRETARY'S AGENDA FOR MEETING**

**SDACD NORTH MISSOURI AREA MEETING**

THE CLUB

Faulkton, SD June 25, 2001

**AGENDA**

**6:45 PM Registration**

**7:00 PM Call to Order by Director Art Beringer**

**7:01 PM Minutes of the 2000 meeting: copies will be available.**

Motion to approve the minutes:

Second by:

**7:05 PM Area Treasurer's Report: Tina Feyereisen**

1. NMA dues for 2001: Remain at \$25 per district?

Motion to set dues for 2001 @ \$\_\_\_\_\_ by:

Second by:

2. Speech Contest Awards: Remain at \$\_\_\_\_\_ for the top two places in the area contest?

Motion to set awards at \$\_\_\_\_\_ by \_\_\_\_\_.

Second by:

3. Motion to approve the Treasurer's report by: \_\_\_\_\_.

Second by:

**SDACD President's Report**

**SDACD Treasurer Report & Membership Report (draft)**

**7:20 PM Conservation District Reports:**

A supervisor from each district is requested to provide a three to five minute update of their district's activities/major projects. This is a great opportunity for districts to learn about one another and share ideas.

Discussion:

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### **7:50 PM SD Coordinated Plan Revision**

An SDACD officer and a Conservation Commissioner will present the draft revision prepared by the Task Force. This will be the best opportunity for district representatives to comment and have input on the proposed revision before it is submitted to the public. Note: Options for conservation district funding will be discussed at convention.

Discussion:

### **8:10 PM Conservation districts media campaign**

A media campaign is needed to lay the groundwork for conservation district funding. We will discuss the components of this campaign and what can be done by working together.

Discussion:

### **8:15 PM BREAK**

### **8:30 PM SDACD Committee Reports:**

Chairpersons of the committees will supply written reports for distribution at the meeting. Area committee representatives are asked to be available to discuss/answer questions:

John Wiessar, District Capacity

Darrel Bentz, Conservation Technology Information

Keith Harner, Public Relations

Tina Feyereisen, Natural Resources Stewardship

Discussion:

### **8:45 PM SDACD By-Law Change Proposals:**

Proposals must be submitted to the conservation districts in writing at least 30 days in advance of the state convention. SDACD Board of Directors has a proposal regarding secret ballots. If you have any proposals, please bring with you enough copies to hand out (approximately 50).

Proposal:

Discussion:

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**8:50 PM SDACD Policy Resolution Proposals:**

Proposals may be submitted at convention, but districts have time to discuss them if they are presented at the area meetings. If you have any proposals, please bring with you enough copies to hand out (approximately 50).

Proposal:

Discussion:

**9:00 PM Area Endowment Honoree Selection**

Nominations:

Discussion:

Motion to select \_\_\_\_\_ as NMA Honoree by \_\_\_\_\_.

Second by: \_\_\_\_\_.

**9:07 PM Area Director & SDACD Committee Elections:**

a) Nominations for Area Director (2-year term) (currently Art Beringer)

Motion that nominations cease by \_\_\_\_\_. Second by \_\_\_\_\_

Vote results: \_\_\_\_\_ elected Area Director

b) Nominations for Public Relations Committee (1-year term) (currently Keith Harner)

Motion that nominations cease by \_\_\_\_\_. Second by \_\_\_\_\_

Vote results: \_\_\_\_\_ elected to PR Committee

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**9:15 PM Area Legislative Meeting:**

Select "host district" for 2001 legislative meeting, set date and place.  
(Last year Potter CD hosted the meeting on October 30<sup>th</sup> at Bob's Resort)

Motion to hold legislative meeting on \_\_\_\_\_(date) at

\_\_\_\_\_ (place) by \_\_\_\_\_. Second by:

**9:25 PM Other Business**

a) North Missouri Area employees and District Conservationists have expressed an interest in an area web page. Would the district supervisors consider combining financial and possibly secretarial resources for the development and maintenance of a web page?

b) Set date, location, and time for 2002 North Missouri Area Meeting. SDACD Executive Secretary wonders if it would be possible to hold our meeting on the same days as Coteau's. This would save her travel and would mean one less day on the road for her.

Motion to set the meeting on \_\_\_\_\_(date) at \_\_\_\_\_(place) at

\_\_\_\_\_(time) by \_\_\_\_\_. Second by: \_\_\_\_\_.

c) Other business:

**10:00 PM ADJOURN**