**Minutes**

**Jan 8, 2024**

1. **Call to Order**

K. Keiffer called the meeting to order at 6:13pm, P. Moreschi, Clarkson Collins, Katy Keiffer, Gina Fuller, and Cassius Spears Sr. in attendance.

**2. Acceptance of Meeting Minutes**

Made a motion to accept the minutes of the November 27, 2023 meeting, made the second, discussion ensued, motion passed 4-0, Board change of Feb 12 to Feb 19th.

**3. Reports**

**3a. RI USDA- NRCS State Conservationist-** Jameson Long was unable to attend as he is attending a training, he forwarded the attached report.

**3b. RI Association of Conservation Districts** Cassius Spears Sr. reported that he would like to attend the annual meeting in San Diego on behalf of the Board, others are invited but will not be able to attend. Cassius attended aquaculture workshop on how we can grow and diversify aquaculture beyond oysters.

**3c. RI State Conservation Committee** Phil Moreschi

State House presentation February 6 at 3pm

RISCC Meeting 1/10/24 10am 600 Sandy Lane Warwick RI

**3d. District Manager** Gina Fuller

1. **Agreements Update** AT 535, NACD TA, RCPP Implementation, Outreach, RIDOT Stormwater, People’s Garden, PL 566, Narragansett EWP, IRA
2. **Grants**, Congressionally Directed spending Request, LASA, United Way Summer Learning Program, RIDEM Specialty Crop Grant, SWIG-Westerly Main St., RI Infrastructure Bank (RIIB) MRP with Westerly, Mystic STEM Mentoring RI, NACD TA 23
3. **Fresh Harvest Kitchen Update** LASA RSFI Rock Crab event and RIDEM visit. Gina to email board the details.
4. **Financial Report**

**3e. Other Board Reports**

**4. Employee Handbook updates and approval.** Updates include additions/changes to health and retirement benefits, clarification of employee types, and proposal to change vacation time and sick time to Paid Time Off. (PTO). CS made a motion to accept the handbook with minor clarification to the language from the retirement section and KK seconded the motion 4-0

**5. New Business:** Staffing Update

**6. Future Agenda Items**

Business Plan on agenda

**7. Adjournment**