

**KONA SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES**

Meeting Location: 81-956 Haleki'i, Kealahou, Hawaii 96750

808-339-9042

**Monthly Meeting: Thursday, November 18, 2021 8:00am – 10:00am**

**RULES OF ORDER WILL BE FOLLOWED BY ALL ATTENDEES**

*Considering the evolving COVID-19 situation, protecting the health and welfare of the community is of utmost concern. As such, the meeting will be held with remote options, with board members, staff and applicants participating via an optional online meeting venue.*

## **Join Zoom Meeting**

<https://us02web.zoom.us/j/82824520674?pwd=WjNyckdBbmdFdlhIVjkycEoxbkwrDz09>

**Meeting ID: 828 2452 0674 Passcode: 106966**

***TESTIMONY:** Interested persons can submit written testimony in advance of each meeting that will be distributed to Board Members prior to the meeting. **Written testimony must be submitted no later than 24 hours prior to the meeting** to ensure time for Board Members to review it. Late written testimony will be retained as part of the record, but we cannot assure Board Members will receive it with sufficient time for review prior to decision-making. Submit written testimony to [kswcd@kswcd.org](mailto:kswcd@kswcd.org)*

*To provide live oral/video testimony during the online meeting, email your request to [kswcd@kswcd.org](mailto:kswcd@kswcd.org) at least 24 hours in advance, with your name, phone number, email address, and the agenda item on which you would like to testify. Once your request has been received, you will receive an email with the Zoom link via which to testify. You will need a computer with internet access, video camera and microphone to participate. If you require access by phone only, please indicate that in your email request. Testimony will be limited to a maximum of three (3) minutes per person per agenda item.*

*The Board may go into Executive Session pursuant to Section 92-5(a)(4), Hawaii Revised Statutes, in order to consult with its attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities.*

*Individuals requiring special assistance or auxiliary aids or services (e.g., sign language interpreter), please contact staff at least 72 hours prior to the meeting at 808-339-9042 so that arrangements can be made.*

- I. **WELCOME:** Call Kona Soil and Water Conservation District (KSWCD) Board Meeting to Order  
8:00 am J. Knowles
- II. **MINUTES:** Approval of Meeting Minutes Monday, October 21, 2021 All
- III. **REPORTS:**
- a) **Kona SWCD Financial Reports** B. Anderson / R. Hill
- Review monthly reports: 1) Accounts Payable 2) Statement of Financial Position 3) Statement of Financial Income and Expense
- b) **Conservation Assistant Reports (SF-425, SF-270, etc.)** R. Hill
- Working with CPA to correct QuickBooks with proper Accounting Procedures. This also means reports need to be amended with the revisions allocating Payroll to the specific grants.
- c) **National and Hawaii Associations of Conservation Districts (NACD & HACD) Reports** R. Hill
- Working with CPA to correct QuickBooks with proper Accounting Procedures. This also means reports need to be amended with the revisions allocating Payroll to the specific grants.
- Natural Resource Conservation Service (NRCS) Reports:**
- d) **Targeted Conservation Delivery (TCD)** L. Nelson
- Update on submission.
- e) **Regional Conservation Partnership Program (RCPP)** G. Hendrickson / L. Nelson
- Update on PIG Meetings and District's 12-month workplan strategies.
- f) **Long Range Planner (LRP) Report** L. Nelson
- Update on finalized plan and submission.
- District Reports:**
- g) **District Planner (KSWCD)** J. Knowles
- Met with the County on 10/21 for two site visits: Napo'opo'o and St. John's Rd.
- h) **Conservation Plan** M. Robblee
- TMK 8-8-003:001 (88-1575 Hawaii Belt Rd.) Conservation Plan
- IV. **OLD BUSINESS:**
- a) **Leo's Club Update** J. Knowles / R. Hill
- Outreach to 3000 residents and October 25, 20221 Zoom presentation on Climate Change.
- b) **Cooperator of the Year 2021** R. Hill
- Need to create and send letter to Future Forest as Cooperator of the Year, confirm farm name and order sign with Mauna Kea Signs – they need to 2-3 weeks for delivery. Need to schedule the picnic with Jill Wagner.
- c) **Outreach** R. Hill
- Website proposals never received from other vendors – will proceed working with Nisbett Business Service to begin website update.
- d) **Hiki Ola Outreach Grant** K. Mahi
- Updates on the new Outreach Grant opportunity submitted October 25, 2021.
- V. **NEW BUSINESS**
- VI. **ADJOURN**