

## POPE SWCD 2010 CALANDAR OF EVENTS

### January (Board Meeting 3<sup>rd</sup> Tuesday)

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1. Approve current bills
2. Approve minutes
3. Review fund balances
4. Approve agreement
5. Election of Officers and oath of office
6. Appointments to special committees
7. Make changes to Annual Report
8. Review draft Calendar of Events
9. Review draft 2010 budget proposal
10. Discuss & Select 2010 Outstanding Conservationist
11. Staff written reports
12. RC & D Report
13. Conduct Staff Annual Reviews
14. Publish Newsletter
15. National NACD Convention-Florida

### February (Board Meeting 3<sup>rd</sup> Tuesday)

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1. Approve current bills
2. Approve minutes
3. Review fund balances
4. Approve Agreements and Existing Programs
5. Review and approve 2009 Agency Objectives Report-Due at BWSR March 15th
6. Approve 2010 budget
7. Approve 2010 Calendar of Events
8. Review 2010 Agency Objectives
9. Publish and distribute Newsletter
10. Supervisor Report for 2010
11. RC & D Report
12. Review Rosholt/Prairie lakes Project
13. Attend Legislative Day at the Capitol

### March (Board Meeting 3<sup>rd</sup> Tuesday)

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1. Approve current bills
2. Approve minutes
3. Review fund balances
4. Approve agreements
5. Review Tree Planter Safety
6. Review RIM, CREP, WRP, & PWP programs
7. Staff written reports
8. RC & D Report
9. Discuss Seasonal Staffing
10. Discuss Seasonal Vehicle Policies
11. Review Tree Program Revenues and Expenses
12. Discuss tree pickup
13. Discuss safety at the workplace
14. Attend Area II meeting
15. Complete presentation for conservation poster contest and distribute materials for the contest

### April (Board Meeting 3<sup>rd</sup> Tuesday)

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1. Approve current bills
2. Approve current minutes
3. Review fund balances
4. Review First Quarter 2010 District progress
5. Review State Cost Share Program
6. Notify area ministerial organization of Soil Stewardship week and refer them to information
7. Staff Written Reports
8. RC & D Report
9. Judge poster contest
10. Complete tree pickup
11. Publish & Distribute Newsletter
12. Fund Raising for WaterFest

## POPE SWCD 2010 CALANDAR OF EVENTS

May	(Board Meeting 3 <sup>rd</sup> Tuesday)	June	(Board Meeting 3 <sup>rd</sup> Tuesday)
	<ol style="list-style-type: none"><li>1. Approve current bills</li><li>2. Approve minutes</li><li>3. Review fund balances &amp; budget to actual income and expenses</li><li>4. Select Conservation Farmer Recipient</li><li>5. Arbor Day Tree Donations to schools</li><li>6. RC &amp; D Report</li><li>7. Staff written reports</li><li>8. Envirothon held in May</li><li>9. Attend Awards Ceremonies and present Post Contest Certificates</li></ol>		<ol style="list-style-type: none"><li>1. Approve current bills</li><li>2. Approve minutes</li><li>3. Review fund Balance and budget</li><li>4. Approve Agreements</li><li>5. Review Draft 2011 County Appropriation Budget</li><li>6. Staff written reports</li><li>7. RC&amp; D Report</li><li>8. Host Weed Awareness workshops in Pope &amp; Swift Counties</li><li>9. Review project end reports for BWSR</li><li>10. Attend Area II meeting</li></ol>
July	(Board Meeting 3 <sup>rd</sup> Tuesday)	August	(Board Meeting 3 <sup>rd</sup> Tuesday )
	<ol style="list-style-type: none"><li>1. Approve current bills</li><li>2. Approve minutes</li><li>3. Review fund balance &amp; budget</li><li>4. Review YTD Budget Vs. Actual I &amp;E</li><li>5. Approve agreements</li><li>6. Review BWSR Capacity Application</li><li>7. Plan County Fair display</li><li>8. Sign up to staff SWCD Fair Booth</li><li>9. Review State Cost Share</li><li>10. Publish quarterly Newsletter</li><li>11. RC &amp; D Report</li><li>12. Review prices for programs, trees and planter rates for 2011 budget</li></ol>		<ol style="list-style-type: none"><li>1. Approve current bills</li><li>2. Approve minutes</li><li>3. Review fund Balance &amp; Budget</li><li>4. Approve agreements</li><li>5. Staff Written Reports</li><li>6. RC &amp; D Report</li><li>7. Staff booth at the Pope County Fair</li><li>8. Sponsor and Environmental Education event at the Pope County Fair</li><li>9. Display CWMA information at the Swift County Fair</li><li>10. Submit 2011 budget request to County Commissioners</li></ol>
September	(Board Meeting 3 <sup>rd</sup> Tuesday)	October	(Board Meeting 3 <sup>rd</sup> Tuesday)
	<ol style="list-style-type: none"><li>1. Approve current bills</li><li>2. Approve minutes</li><li>3. Review fund balance and budget</li><li>4. Approve agreements</li><li>5. Staff written reports</li><li>6. Co-host WaterFest with Stevens SWCD</li><li>7. Co-host Conservation Day with Stevens SWCD</li><li>8. Attend County Commissioners meeting to discuss allocation request</li></ol>		<ol style="list-style-type: none"><li>1. Approve Current bills</li><li>2. Approve minutes</li><li>3. Review fund YTD budget vs. actual I &amp;E</li><li>4. Approve Agreements</li><li>5. Staff Reports</li><li>6. RC &amp; D Reports</li><li>7. Arrange Customer Appreciation Day</li><li>8. Participate in Area II Envirothon</li><li>9. Discuss attending MASWCD Convention</li><li>10. Publish Fall Newsletter</li></ol>

## POPE SWCD 2010 CALANDAR OF EVENTS

November

(Board meeting 3<sup>rd</sup> Tuesday)

1. Approve current bills
2. Approve minutes
3. Review fund balance & budget
4. Approve Agreements
5. Appoint RC & D member
6. Attend Area II meeting
7. Arrange to attend MASWCD State Convention
8. Discuss annual NACD Convention-Florida
9. Host Open House & sales program kick-off
10. Review Insurance Coverage
11. Complete 2011 tree order
12. Review Plan of Operations with NRCS

December

(Board Meeting 3<sup>rd</sup> Tuesday)

1. Approve current bills
2. Approve minutes
3. Review fund balances & budget
4. Approve agreements
5. Review Memo of Understanding with NRCS
6. Review Personnel Policy Handbook
7. Review draft annual report
8. State Convention held
9. Review 2011 Calendar of Events
10. Update 2011 Budget
11. Review 2011 Goals & Objectives
12. Envirothon annual contribution
13. Review 2011 Memo of Understanding with NRCS

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