

Bonner Soil and Water Conservation District

Monthly Board Meeting



Date: Tuesday, March 3, 2026
Time: 1:00 pm Meeting
Place: CREC Conference Room, 130 McGhee Rd., Suite 220, Sandpoint ID 83864
* Zoom info at bottom of agenda

AGENDA

A) Call to Order

1. **Action Item:** February 2026 Meeting Minutes
2. **Action Item:** January 2026 Financial Report

B) Agency/Grant & Guest Reports

1. Farm Bureau – Megan Parnell
2. GOSC – Austin Terrell
3. ISWCC – Bill Lillibridge
4. Lakes Commission – Molly McCahon
5. NRCS – Cindy Lewis
6. PRWC – Jessica Erickson
7. UI Extension – Jennifer Jensen
8. Water Festival – Gail Bolin

C) District Business

1. **Action Item:** CDA Books
2. **Action Item:** Audit draft
3. BSWCD Policies:
 - a. **Action Item:** Invoice Review, Payment Process, and Financial Controls
 - b. **Action Item:** Grant Tracking Policy
 - c. **Action Item:** Document Management and Retention Policy
 - d. **Action Item:** Personnel Job Descriptions
4. Pend Oreille Basin Invasive Mussel Prevention & Readiness Summit
Monday, April 13 & Tuesday, April 14th, 9am
Priest River Event Center

To join the meeting through your computer:

<https://zoom.us/j/2327856631>

Meeting ID: 232 785 6631

Password: 2635310

This option will allow you to join by computer audio as well as video if your computer is equipped.

To join the meeting via your phone:

Dial: 1-253- 215- 8782 Meeting ID: 232 785 6631

Password: 2635310

*The BSWCD Supervisors may request an executive session at the close of any meeting for unanticipated business, personnel matters or emergencies. This right is provided for under the Idaho State Open Meeting Law - code #74-206.

All services of the Bonner Soil and Water Conservation District and the USDA Natural Resources Conservation Service are offered on a non-discriminatory basis without regard to national origin, race, color, religion, sex, age, marital status or handicap. Auxiliary aides or services for persons with disabilities are available upon request. Please call 263-5310 five (5) days prior to the meeting so that suitable arrangements can be made.

5. Spring Division Meeting - BSWCD to host Wednesday, March 25
Organic Ag Center, 9am-3pm
 - a. **Action Item:** rental agreement
 - b. **Action Item:** catering
6. **Action Item:** Five-Year & Annual Plan of Work, due March 31st
7. **Action Item:** Open Meeting Law Executive Session policy updates
8. **Action Item:** Lakes Commission Meeting - Friday, May 8th, 9am-1pm
Ponderay Event Center
9. **Action Item:** AIS MOU

D) District Updates

1. BSWCD Report – Sarah Garcia
 - Program updates
 - PSP
 - Tree Delivery: Wed., April 8th, Pick up Fri., April 10th
 - CRP/IDL Seedling grant: \$20K in pass through funds
 - Grant updates

Upcoming Important Dates:

March 12th -	Forestry Contest Steering Committee Meeting
March 25th -	Division Meeting
April 7th -	BSWCD Board Meeting
April 13 & 14th -	Pend Oreille Basin Invasive Mussel Prevention & Readiness Summit