

Windham NRCD
Board of Supervisors Meeting
May 6, 2026
Board Packet
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Windham County Natural Resources Conservation District

May Supervisor Meeting

6:30 PM, Wednesday, May 6, 2026

USDA Service Center

28 Vernon Street Suite 332

Brattleboro, VT 05301

<https://us02web.zoom.us/j/89979762047>

Agenda

Land Acknowledgement

We respectfully acknowledge the traditional, ancestral, unceded territory of the Abenaki People, who have stewarded this land throughout the generations.

Review Agenda for Additions or Changes

New Business

1. NRCS Updates
2. FY26 Q3 Financial Reports
3. 2026 Greeters and Invasive Species Technician Hires - **Board to Potentially Approve Hires**

On-Going Items

1. Update from Budget and Building Acquisition Subcommittee
2. Technical Service Provider Work
3. 2026 Plant Sale and Plant Palooza Debrief

Secretary's Report

Approve minutes from April 15

Review Upcoming Supervisor Meeting Dates:

Next meeting: June 10

Other Business

Executive Session

Future Agenda Items:

FY27 Budget and Work Plans

FY 26 – Q3 Financial Reports Summary

Summary

This report covers the 3rd quarter of fiscal year 2026 (January 1 – March 31). We had \$110,706.13 in income in Q3 (which was 99% of budgeted income). This includes an over performance in sales income and an under performance in grant revenue when compared with our budget projections. Notable discrepancies for income include only 52% of expected income from state grants, which was offset by 131% of expected federal income. These are due to delays in implementing enhancement grant projects (Lake Raponda, SEVCA) in favor of focusing on federal awards that were becoming more time intensive (LISFF Watershed Planning, NFWF Grassland Birds).

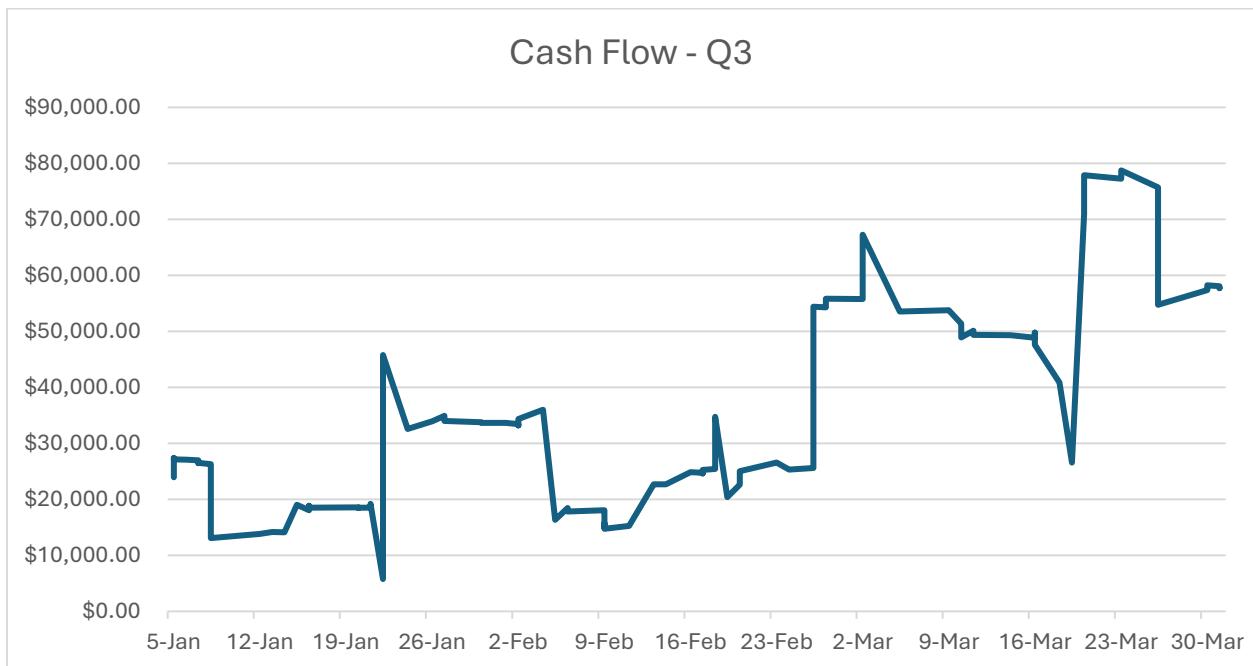
Total expenses in Q3 were \$143,171.46, which was 80.7% of expected expenses. Wages and insurance costs were lower than budgeted, due to staff transitions that affected both the salary of individuals and the number of employees electing for coverage through the district health care plan. Meeting expenses were 455% of the budgeted amount. This is largely due to the decision to host the Act 59 Listening Session, which was partially supported by a new grant from VHCB. Total contractual expenses were only 12.6% of expected due to a lack of engagement from key partners on the LISFF project, and due to delays in implementing enhancement grant projects. Lab fees were nearly double what we budgeted for. This is due to more farmers requesting nutrient management planning assistance this year.

Cumulatively, we increased our net assets by \$48,974.63 during the first 3 quarters of FY26. When our budget has expected income broken out by month, we anticipated a shortage of \$28,304.08 over this same time frame. As a result, our increase to net assets in the first 3 quarters of FY26 is \$77,278.71 more than expected. Some of this over performance is due to unexpected income sources, including the Vermont Community Foundation Riparian Stewardship Funds and a new Watersheds Vermont United Workforce Capacity Development Grant that we had not budgeted for. Further, both grants paid large portions of the award up front. Some of these funds will end up deferred to FY27, when we spend them on salaries and wages for staff funded by these agreements. Prior to close out at the end of this fiscal year, we'll move these funds into the following fiscal year in our books, producing accurate totals of income received for FY26.

Three of our larger state agreements did not pay out any funds during this quarter (NRCC Core Services, Ag-CWIP and DEC Grant in aid), as expected. As a result, this is a lower volume month overall for the district, both in terms of income and in expense (as we have no seasonal staff working for most of this quarter).

Cash Flow

Despite significant improvements to our overall financial position on an accrual basis, delays in payments from funders have made cash flow a continuing challenge. We are invoicing all funders monthly where allowed by grant agreements in order to ensure adequate cash on hand for operations. This is producing clearer financial reporting, as we close out each month with fringe and indirect allocations prior to invoicing. However, it is time consuming and impacts the amount of programmatic work we can complete as a team. Below is a graph of cash flow for this quarter:



Overall, we have been focusing on drawing down agreements that are only expense reimbursable and that have concrete end dates in favor of some grants that pay set amounts of funding for time periods provided deliverables are completed. The grants we have been drawing down more aggressively include LISFF Watershed Planning, NACD TA and AFT RCPP. Grants like Ag-CWIP are more flexible and pay us even if we don't spend the full amount provided we complete our deliverables. We will receive one more Ag-CWIP payment at the close of FY26, prior to our new agreement kicking in in July. This 3rd payment was not included in our budget and should help us build some cushion moving into the next fiscal year.

Balance Sheet

WINDHAM COUNTY NATURAL RESOURCES CONSERVATION DIST

As of Mar 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
Department of Agriculture	0.00
WCD Brat S & L	69,967.63
Total for Bank Accounts	\$69,967.63
Accounts Receivable	
Accounts Receivable	65,054.80
Total for Accounts Receivable	\$65,054.80
Other Current Assets	
QuickBooks Tax Holding Account	3,647.54
Undeposited Funds	0.00
Total for Other Current Assets	\$3,647.54
Total for Current Assets	\$138,669.97
Total for Assets	\$138,669.97
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	11,953.48
Total for Accounts Payable	\$11,953.48

Balance Sheet

WINDHAM COUNTY NATURAL RESOURCES CONSERVATION DIST

As of Mar 31, 2026

	Total
Other Current Liabilities	
Deferred Revenue	0.00
Direct Deposit Payable	0.00
Payroll Liabilities	\$0.00
Employee ROTH	0.00
Employer Match ROTH	40.28
Federal Taxes (941/943/944)	-0.01
Federal Withholding	0.00
Health Insurance (Employee)	0.00
Health Insurance (Employer)	0.00
Health Insurance (pre-tax)	1,039.09
MA Income Tax	0.00
Retirement	0.00
Roth 401k Emp.	0.00
VT Income Tax	1,655.58
VT Unemployment Tax	170.70
Total for Payroll Liabilities	\$2,905.64
Total for Other Current Liabilities	\$2,905.64
Total for Current Liabilities	\$14,859.12
Total for Liabilities	\$14,859.12
Equity	
Beginning Fund Balance	0.01
Pr Yr Cumulative Net Assets	74,836.21
Net Income	48,974.63
Total for Equity	\$123,810.85
Total for Liabilities and Equity	\$138,669.97

Profit and Loss

WINDHAM COUNTY NATURAL RESOURCES CONSERVATION DIST

January-March, 2026

	Total
Income	
Bank Interest	5.57
Donations	500.00
Grants	
Grants - Federal	64,980.06
Grants - Municipal	250.00
Grants - State	45,476.07
Total for Grants	\$110,706.13
Sales Income	36,369.37
Total for Income	\$147,581.07
Gross Profit	
\$147,581.07	
Expenses	
Administration	
Computer Supplies & Software	2,555.37
Cost of Goods Sold	30,119.08
Indirect Overhead	0.00
Liability and Auto Insurance	1,703.52
Meeting Expenses	5,681.03
Office Supplies	449.46
Total for Administration	\$40,508.46
Contractual	\$250.00
Consulting/Engineering	2,016.25
Other Contractual	2,310.00
Total for Contractual	\$4,576.25
Other Operating	
Advertising and Website	1,299.26
Financial Assistance to Producers	750.00
Lab Fees	277.00
Logo and Promotional Materials	99.66
Mileage / Travel	734.70
Printing & Reproduction	96.45
Project Materials	1,579.14
Vehicle Maintenance & Fuel	1,628.15
Total for Other Operating	\$6,464.36

Profit and Loss

WINDHAM COUNTY NATURAL RESOURCES CONSERVATION DIST
January-March, 2026

	Total
Personnel	
FICA/Medicare	6,134.47
Fringe Benefits	
Healthcare	0.00
Indirect Fringe	0.00
Retirement	1,131.50
Staff Professional Development	2,005.00
Workers Comp	1,536.33
Total for Fringe Benefits	\$4,672.83
State Unemployment Insurance	625.92
Taxes	0.00
Wages	80,189.17
Total for Personnel	\$91,622.39
Total for Expenses	\$143,171.46
Net Operating Income	\$4,409.61
Net Other Income	
Net Income	\$4,409.61

WINDHAM COUNTY NATURAL RESOURCES CONSERVATION DIST

Budget vs. Actuals: Budget_FY26_P&L_1 - FY26 P&L

January - March, 2026

	JAN 2026				FEB 2026				MAR 2026				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income																
Bank Interest		2.92	-2.92		1.35	2.92	-1.57	46.23 %	4.22	2.92	1.30	144.52 %	\$5.57	\$8.76	\$ -3.19	63.58 %
Donations		250.00	-250.00			250.00	-250.00		500.00	250.00	250.00	200.00 %	\$500.00	\$750.00	\$ -250.00	66.67 %
Grants													\$0.00	\$0.00	\$0.00	0.00%
Grants - Federal	13,091.68	9,583.32	3,508.36	136.61 %	12,795.92	9,583.32	3,212.60	133.52 %	39,092.46	30,083.32	9,009.14	129.95 %	\$64,980.06	\$49,249.96	\$15,730.10	131.94 %
Grants - Municipal		0.00	0.00		250.00	0.00	250.00			0.00	0.00		\$250.00	\$0.00	\$250.00	0.00%
Grants - Private		0.00	0.00			0.00	0.00			0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Grants - State	7,943.75	68,829.97	-60,886.22	11.54 %	28,804.50	9,208.17	19,596.33	312.81 %	8,727.82	9,208.17	-480.35	94.78 %	\$45,476.07	\$87,246.31	\$ -41,770.24	52.12 %
Total Grants	21,035.43	78,413.29	-57,377.86	26.83 %	41,850.42	18,791.49	23,058.93	222.71 %	47,820.28	39,291.49	8,528.79	121.71 %	\$110,706.13	\$136,496.27	\$ -25,790.14	81.11 %
Rental Income		8.33	-8.33			8.33	-8.33			8.33	-8.33		\$0.00	\$24.99	\$ -24.99	0.00%
Sales Income	6,818.51	3,750.00	3,068.51	181.83 %	20,311.66	3,750.00	16,561.66	541.64 %	9,239.20	3,750.00	5,489.20	246.38 %	\$36,369.37	\$11,250.00	\$25,119.37	323.28 %
Total Income	\$27,853.94	\$82,424.54	\$ -54,570.60	33.79 %	\$62,163.43	\$22,802.74	\$39,360.69	272.61 %	\$57,563.70	\$43,302.74	\$14,260.96	132.93 %	\$147,581.07	\$148,530.02	\$ -948.95	99.36 %
Cost of Goods Sold																
Cost of Goods Sold		2,666.67	-2,666.67			2,666.67	-2,666.67			2,666.67	-2,666.67		\$0.00	\$8,000.01	\$ -8,000.01	0.00%
Total Cost of Goods Sold	\$0.00	\$2,666.67	\$ -2,666.67	0.00%	\$0.00	\$2,666.67	\$ -2,666.67	0.00%	\$0.00	\$2,666.67	\$ -2,666.67	0.00%	\$0.00	\$8,000.01	\$ -8,000.01	0.00%
GROSS PROFIT	\$27,853.94	\$79,757.87	\$ -51,903.93	34.92 %	\$62,163.43	\$20,136.07	\$42,027.36	308.72 %	\$57,563.70	\$40,636.07	\$16,927.63	141.66 %	\$147,581.07	\$140,530.01	\$7,051.06	105.02 %
Expenses																
Administration													\$0.00	\$0.00	\$0.00	0.00%
Bank Fees		2.08	-2.08			2.08	-2.08			2.08	-2.08		\$0.00	\$6.24	\$ -6.24	0.00%
Board Per Diems		250.00	-250.00			250.00	-250.00			250.00	-250.00		\$0.00	\$750.00	\$ -750.00	0.00%
Computer Supplies & Software	1,683.89	573.97	1,109.92	293.38 %	23.52	573.97	-550.45	4.10 %	847.96	573.97	273.99	147.74 %	\$2,555.37	\$1,721.91	\$833.46	148.40 %
Cost of Goods Sold	855.92		855.92		9,702.36		9,702.36		19,560.80		19,560.80		\$30,119.08	\$0.00	\$30,119.08	0.00%
Dues and Subscriptions		327.08	-327.08			327.08	-327.08			327.08	-327.08		\$0.00	\$981.24	\$ -981.24	0.00%
Indirect Overhead	0.00		0.00						0.00		0.00		\$0.00	\$0.00	\$0.00	0.00%
Liability and Auto Insurance	1,703.52	583.33	1,120.19	292.03 %		583.33	-583.33			583.33	-583.33		\$1,703.52	\$1,749.99	\$ -46.47	97.34 %
Meeting Expenses		416.67	-416.67		3,384.23	416.67	2,967.56	812.21 %	2,296.80	416.67	1,880.13	551.23 %	\$5,681.03	\$1,250.01	\$4,431.02	454.48 %
Office Supplies		175.00	-175.00		298.47	175.00	123.47	170.55 %	150.99	175.00	-24.01	86.28 %	\$449.46	\$525.00	\$ -75.54	85.61 %
Total Administration	4,243.33	2,328.13	1,915.20	182.26 %	13,408.58	2,328.13	11,080.45	575.94 %	22,856.55	2,328.13	20,528.42	981.76 %	\$40,508.46	\$6,984.39	\$33,524.07	579.99 %
Contractual					250.00		250.00						\$250.00	\$0.00	\$250.00	0.00%
Consulting/Engineering		7,250.00	-7,250.00			7,250.00	-7,250.00		2,016.25	7,250.00	-5,233.75	27.81 %	\$2,016.25	\$21,750.00	\$ -19,733.75	9.27 %
Other Contractual		4,862.65	-4,862.65			4,862.65	-4,862.65		2,310.00	4,862.65	-2,552.65	47.50 %	\$2,310.00	\$14,587.95	\$ -12,277.95	15.83 %
Total Contractual		12,112.65	-12,112.65		250.00	12,112.65	-11,862.65	2.06 %	4,326.25	12,112.65	-7,786.40	35.72 %	\$4,576.25	\$36,337.95	\$ -31,761.70	12.59 %
Other Operating													\$0.00	\$0.00	\$0.00	0.00%
Advertising and Website	222.00	441.67	-219.67	50.26 %	883.44	441.67	441.77	200.02 %	193.82	441.67	-247.85	43.88 %	\$1,299.26	\$1,325.01	\$ -25.75	98.06 %
Americorps Cash Match		200.00	-200.00			200.00	-200.00			200.00	-200.00		\$0.00	\$600.00	\$ -600.00	0.00%
Financial Assistance to Producers	750.00	4,666.67	-3,916.67	16.07 %		4,666.67	-4,666.67			4,666.67	-4,666.67		\$750.00	\$14,000.01	\$ -13,250.01	5.36 %
Lab Fees	187.00	47.17	139.83	396.44 %	90.00	47.17	42.83	190.80 %		47.17	-47.17		\$277.00	\$141.51	\$135.49	195.75 %
Logo and Promotional Materials		100.00	-100.00		99.66	100.00	-0.34	99.66 %		100.00	-100.00		\$99.66	\$300.00	\$ -200.34	33.22 %
Mileage / Travel	121.00	708.33	-587.33	17.08 %	457.82	708.33	-250.51	64.63 %	155.88	708.33	-552.45	22.01 %	\$734.70	\$2,124.99	\$ -1,390.29	34.57 %
Printing & Reproduction		33.33	-33.33			33.33	-33.33		96.45	33.33	63.12	289.38 %	\$96.45	\$99.99	\$ -3.54	96.46 %
Project Materials		585.42	-585.42			585.42	-585.42		1,579.14	585.42	993.72	269.74 %	\$1,579.14	\$1,756.26	\$ -177.12	89.91 %
Vehicle Maintenance & Fuel	115.77	416.67	-300.90	27.78 %	1,264.01	416.67	847.34	303.36 %	248.37	416.67	-168.30	59.61 %	\$1,628.15	\$1,250.01	\$378.14	130.25 %
Total Other Operating	1,395.77	7,199.26	-5,803.49	19.39 %	2,794.93	7,199.26	-4,404.33	38.82 %	2,273.66	7,199.26	-4,925.60	31.58 %	\$6,464.36	\$21,597.78	\$ -15,133.42	29.93 %
Personnel													\$0.00	\$0.00	\$0.00	0.00%
FICA/Medicare	1,843.42		1,843.42		2,347.97		2,347.97		1,943.08		1,943.08		\$6,134.47	\$0.00	\$6,134.47	0.00%
Fringe Benefits													\$0.00	\$0.00	\$0.00	0.00%
Disability Insurance		71.25	-71.25			71.25	-71.25			71.25	-71.25		\$0.00	\$213.75	\$ -213.75	0.00%
Healthcare	0.00	4,397.40	-4,397.40	0.00 %		4,397.40	-4,397.40			4,397.40	-4,397.40		\$0.00	\$13,192.20	\$ -13,192.20	0.00 %
Indirect Fringe	0.00		0.00						0.00		0.00		\$0.00	\$0.00	\$0.00	0.00%
Retirement	369.78	659.61	-289.83	56.06 %	380.86	659.61	-278.75	57.74 %	380.86	659.61	-278.75	57.74 %	\$1,131.50	\$1,978.83	\$ -847.33	57.18 %
Staff Professional Development	80.00	473.75	-393.75	16.89 %	150.00	473.75	-323.75	31.66 %	1,775.00	473.75	1,301.25	374.67 %	\$2,005.00	\$1,421.25	\$583.75	141.07 %
Workers Comp	1,536.33	400.00	1,136.33	384.08 %		400.00	-400.00			400.00	-400.00		\$1,536.33	\$1,200.00	\$336.33	128.03 %
Total Fringe Benefits	1,986.11	6,002.01	-4,015.90	33.09 %	530.86	6,002.01	-5,471.15	8.84 %	2,155.86	6,002.01	-3,846.15	35.92 %	\$4,672.83	\$18,006.03	\$ -13,333.20	25.95 %
State Unemployment Insurance	202.41	33.33	169.08	607.29 %	255.84	33.33	222.51	767.60 %	167.67	33.33	134.34	503.06 %	\$625.92	\$99.99	\$525.93	625.98 %
Taxes	0.00	2,354.76	-2,354.76	0.00 %		2,354.76	-2,354.76			2,354.76	-2,354.76		\$0.00	\$7,064.28	\$ -7,064.28	0.00 %
Wages	24,096.96	29,106.99	-5,010.03	82.79 %	30,692.52	29,106.99	1,585.53	105.45 %	25,399.69	29,106.99	-3,707.30	87.26 %	\$80,189.17	\$87,320.97	\$ -7,131.80	91.83 %
Total Personnel	28,128.90	37,497.09	-9,368.19	75.02 %	33,827.19	37,497.09	-3,669.90	90.21 %	29,666.30	37,497.09	-7,830.79	79.12 %	\$91,622.39	\$112,491.27	\$ -20,868.88	81.45 %
Total Expenses	\$33,768.00	\$59,137.13	\$ -25,369.13	57.10 %	\$50,280.70	\$59,137.13	\$ -8,856.43	85.02 %	\$59,122.76	\$59,137.13	\$ -14.37	99.98 %	\$143,171.46	\$177,411.39	\$ -34,239.93	80.70 %
NET OPERATING INCOME	\$ -5,914.06	\$20,620.74	\$ -26,534.80	-28.68 %	\$11,882.73	\$ -39,001.06	\$50,883.79	-30.47 %	\$ -1,559.06	\$ -18,501.06	\$16,942.00	8.43 %	\$4,409.61	\$ -36,881.38	\$41,290.99	-11.96 %
NET INCOME	\$ -5,914.06	\$20,620.74	\$ -26,534.80	-28.68 %	\$11,882.73	\$ -39,001.06	\$50,883.79	-30.47 %	\$ -1,559.06	\$ -18,501.06	\$16,942.00	8.43 %	\$4,409.61	\$ -36,881.38	\$41,290.99	-11.96 %

WINDHAM COUNTY NATURAL RESOURCES CONSERVATION DIST

Budget vs. Actuals: Budget_FY26_P&L_1 - FY26 P&L

July 2025 - March 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Bank Interest	14.00	26.28	-12.28	53.27 %
Donations	2,155.44	2,250.00	-94.56	95.80 %
Grants	-19,100.00		-19,100.00	
Grants - Federal	158,120.45	180,924.96	-22,804.51	87.40 %
Grants - Municipal	6,450.00	0.00	6,450.00	
Grants - Private	22,250.00	3,750.00	18,500.00	593.33 %
Grants - State	271,617.25	307,153.91	-35,536.66	88.43 %
Total Grants	439,337.70	491,828.87	-52,491.17	89.33 %
Rental Income		74.97	-74.97	
Sales Income	39,205.30	33,750.00	5,455.30	116.16 %
Total Income	\$480,712.44	\$527,930.12	\$ -47,217.68	91.06 %
Cost of Goods Sold				
Cost of Goods Sold		24,000.03	-24,000.03	
Total Cost of Goods Sold	\$0.00	\$24,000.03	\$ -24,000.03	0.00%
GROSS PROFIT	\$480,712.44	\$503,930.09	\$ -23,217.65	95.39 %
Expenses				
Administration				
Bank Fees	131.15	18.72	112.43	700.59 %
Board Per Diems		2,250.00	-2,250.00	
Computer Supplies & Software	6,087.12	5,165.73	921.39	117.84 %
Cost of Goods Sold	35,247.08		35,247.08	
Donations and Scholarships (deleted)	0.00		0.00	
Dues and Subscriptions	6,795.00	2,943.72	3,851.28	230.83 %
Indirect Overhead	3.00		3.00	
Liability and Auto Insurance	3,415.67	5,249.97	-1,834.30	65.06 %
Meeting Expenses	6,428.71	3,750.03	2,678.68	171.43 %
Miscellaneous (deleted)	0.00		0.00	
NACD (deleted)	0.00		0.00	
Office Supplies	926.22	1,575.00	-648.78	58.81 %
VACD (deleted)	0.00		0.00	
Total Administration	59,033.95	20,953.17	38,080.78	281.74 %
Contractual				
Contractual	21,553.98		21,553.98	
Consulting/Engineering	2,016.25	65,250.00	-63,233.75	3.09 %
Other Contractual	11,900.00	43,763.85	-31,863.85	27.19 %
Total Contractual	35,470.23	109,013.85	-73,543.62	32.54 %
Other Operating				
Advertising and Website	5,270.76	3,975.03	1,295.73	132.60 %
Americorps Cash Match	1,600.00	1,800.00	-200.00	88.89 %
Equipment	7,000.00		7,000.00	
Financial Assistance to Producers	3,850.00	42,000.03	-38,150.03	9.17 %
Lab Fees	702.00	424.53	277.47	165.36 %

WINDHAM COUNTY NATURAL RESOURCES CONSERVATION DIST

Budget vs. Actuals: Budget_FY26_P&L_1 - FY26 P&L

July 2025 - March 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Logo and Promotional Materials	449.66	900.00	-450.34	49.96 %
Mileage / Travel	4,868.54	6,374.97	-1,506.43	76.37 %
Printing & Reproduction	96.45	299.97	-203.52	32.15 %
Project Materials	3,889.55	5,268.78	-1,379.23	73.82 %
Vehicle Maintenance & Fuel	2,677.64	3,750.03	-1,072.39	71.40 %
Total Other Operating	30,404.60	64,793.34	-34,388.74	46.93 %
Personnel				
FICA/Medicare	9,111.13		9,111.13	
Fringe Benefits				
Disability Insurance	855.00	641.25	213.75	133.33 %
Health Insurance (deleted)	0.00		0.00	
Healthcare	2,736.44	39,576.60	-36,840.16	6.91 %
Indirect Fringe	-3.00		-3.00	
Retirement	3,814.91	5,936.49	-2,121.58	64.26 %
Staff Professional Development	3,196.66	4,263.75	-1,067.09	74.97 %
Workers Comp	2,670.67	3,600.00	-929.33	74.19 %
Total Fringe Benefits	13,270.68	54,018.09	-40,747.41	24.57 %
State Unemployment Insurance	814.16	299.97	514.19	271.41 %
Taxes	13,258.10	21,192.84	-7,934.74	62.56 %
Wages	270,078.57	261,962.91	8,115.66	103.10 %
Total Personnel	306,532.64	337,473.81	-30,941.17	90.83 %
Reimbursements	296.39		296.39	
Z - Unbilled Expenses (deleted)				
Project Supplies (deleted)	0.00		0.00	
Supervisor Rep to NRCC (deleted)	0.00		0.00	
VLCT PACIF Insurance (deleted)	0.00		0.00	
Website (deleted)	0.00		0.00	
Woodland Owners' Association (deleted)	0.00		0.00	
Workers Comp (deleted)	0.00		0.00	
Total Z - Unbilled Expenses (deleted)	0.00		0.00	
Total Expenses	\$431,737.81	\$532,234.17	\$ -100,496.36	81.12 %
NET OPERATING INCOME	\$48,974.63	\$ -28,304.08	\$77,278.71	-173.03 %
NET INCOME	\$48,974.63	\$ -28,304.08	\$77,278.71	-173.03 %

**Windham County Natural Resource Conservation District
Supervisory Board Meeting Minutes (DRAFT)**

Wednesday, April 15th, 2026, 6:30 pm

USDA Service Center, 28 Vernon Street, Suite 332, Brattleboro, VT 05301

Hybrid Meeting

Present: Cory Ross, Executive Director; Abby Reed, AmeriCorps Conservation Assistant; Arrow Branwen, Administrative Assistant; Kate McKay, Avian Technician; Meg Kluge, Linda Corse, Katie Morrison, board supervisors; Nina Halsted, resident and CCCD Community Engagement & Communications Coordinator

Zoom Participants: Heather Blunk, Agricultural Specialist; Pieter van Loon, board supervisor; Olivia Carlson

Land Acknowledgement: *We respectfully acknowledge the traditional, ancestral, unceded territory of the Abenaki People, who have stewarded this land throughout the generations.*

Review Agenda for Additions or Changes

- No changes

New Business

1. NRCS Updates - Olivia Carlson

- a. Passed ranking days on April 10th for AMA, RCPP, and EQIP fund pools
 - i. Windham Local fund pool forest management plans for \$25,000
 1. Four Applications assessed, might be better for comparing closer to preapprovals
 - ii. Windham local fund pool forests:
 1. 20 Applications for \$350,000 local fund pool
 - iii. Small scale ag local fund pool of \$200,000, 22 applicants ranked of \$900,000
 - iv. CSP ranking deadline May 8th; April 23rd south zone ranking day
- b. Conservation planning training, register through Aglearn, hybrid format
- c. Public portal shows different type of practices and state funding Vermont has done
 - i. Might be good to pull data when submitting grant applications

2. Volunteer Waiver - Board to Potentially Approve Volunteer Waiver

- a. Wanted something to use for tree plantings and water chestnut pulling and other events with volunteers involved.

- b. Isabel put it together using other legal waiver forms, could have VLCT look at it if needed
 - i. **Meg moves to approve waiver**
 - ii. **Pieter seconded 6:43PM**
- c. Meg thinks it seems pretty standard, from experience
- d. A non perfect waiver better than no waiver
 - i. **Everyone in favor, none opposed, passed 6:47PM**

On-Going Items

1. Update from Budget and Building Acquisition Subcommittee

- a. One of the spaces has another interested party for one of the spaces under consideration
- b. Not gone yet, but a decision needed in a couple of weeks
- c. Waiting on several uncertain funding decisions, NACD funds might be in question unexpectedly
- d. Might be helpful to put on a capital-raising campaign, might not be the right time
- e. Tabled for another month
 - i. **Motion to convene a special meeting of building acquisition subcommittee to make final decision about office space rental and sign lease when Cory gets new information about funding**
 - 1. **Motion withdrawn - board decided to just convene a special board meeting when decision needs to be made**

2. Technical Service Provider Work

- a. Had a good meeting with NFWF
- b. Being told that dairy farms aren't getting funded, you guys should apply for funds to take care of that problem
- c. Getting steering committee meeting to weigh in next week
- d. Envisioning a proposal to fund easy work for dairy farms, and also grazing plans, certified NMP plans for dairy farms - this language got dropped from last meeting with NFWF
- e. Not really TSP work actually, because funded differently - but similar kind of work
- f. Can't fund implementation - but could fund planning
- g. Going to ask Stonyfield what work they need help with
- h. Districts might not be able to be TSPs - law against municipalities competing with private companies - but VACD might be able to subcontract the work to us

3. 2026 Plant Sale and Plant Palooza Planning

- a. 8 organizations tabling, master gardeners attending
- b. Touching base with Casey at Green Mountain Orchards during plant sale prep week and event day of, coordinating where everything is going to be
- c. Trying to coordinate tents, size of tents, and where they will go
- d. Went over staff and volunteer schedules for plant sale prep week

- e. Discussed supplies needed for plant sale prep week and for the day of
- f. Abby would like to put together some sort of history of the district presentation, asked for material ideas
- g. Abby is also trying to put together a raffle, with prizes from local businesses
 - i. Meg will donate another free riding lesson; reaching out to other connections
 - ii. Local artists? Putney Diner? Honey? Coop? Bookstores? Brattleboro Country Store & Deli?

Secretary's Report

- 1. Approve minutes from March 26, 2026**
 - a. Meg moves that we accept the minutes**
 - b. Pieter seconds motion**
 - c. No additions/edits, can vote even if you weren't at the meeting
 - d. Everyone in favor, none opposed, motion passed 8:13PM**

Review Upcoming Supervisor Meeting Dates:

- 1. Next meeting: TBD**
 - a. Next meeting: May 6th, tentatively at Geof's

Other Business

- None

Motion to go Into Executive Session for personnel issues:

- **Seconded**
- **All in favor, none opposed**
- **Passed 8:18PM**

Respectfully submitted,

Arrow Branwen

Motion was made & seconded to come out of Executive Session for personnel issues @ 8:25 PM. Motion Passed.

Motion made and seconded to approve having the district reimburse an employee for tax filing assistance resulting from difficulties with Quickbooks producing an accurate W2 on-time @ 8:25 PM. Motion passed.

Motion was made and seconded to adjourn @ 8:27 PM. Motion passed.

Addendum respectfully submitted by Linda Corse