

1. **Call to Order**
LaVon Worley, Chair, called the regular meeting of the Des Moines County Conservation Board to order at 5:33 p.m. at the Des Moines County Conservation Administration Building.

Those Members Present: LaVon Worley, Jim Steer, Cathy Ziglar, James Garnjobst

Those Members Absent: Angela Vaughan

Others Present: Director Lee, Administrative Assistant Breuer, Bob Beck, Delaney Williams, Michelle Randall.

2. **Additions and Deletions to Agenda:**
 - a. Agenda item 11(c) "Friends" bylaws was added.
3. **Delegations/Public Input:**
 - a. None
4. **Approval of Minutes for November 01, 2017 :**
#54
 - a. Motion by James Garnjobst, seconded by Cathy Ziglar to approve the minutes of the November 01, 2017, Board Meeting.
Motion passed unanimously by those members present.
5. **Approval of Claims for October 2017:**
#55
 - a. Motion by Jim Steer, seconded by James Garnjobst to approve the claims for November 2017.
Motion passed unanimously by those members present.
6. **Acceptance of Donations:**
 - a. Anonymous - \$600 for Witte Observatory
 - b. James Garnjobst - \$30 for William Krekel Memorial
 - c. USG - \$450 worth of drywall for Starr's Cave Nature Center renovation.
7. **Committee Reports:**
 - a. **Shooting Range:** No new items.
 - b. **Flint River Trails:** There is a meeting scheduled for next week.
 - c. **Observatory:** The observatory will be open for public viewing December 15, weather permitting. The observatory will reopen for public viewing for the 2018 season on April 6. The observatory was recently awarded a Witte Foundation grant in the amount of \$5,600.
 - d. **REAP/TWILL:** The annual REAP Congress will be held on January 6, 2018 in Des Moines.
8. **Project Updates:**
 - a. **Big Hollow:** The footings for the shower house and retaining wall around the fuel tank at the shop will be started either late this week or early next week. The shower house is set to be delivered by the end of February.
 - b. **Linder Property:** The title opinion will be completed this week, with a planned closing on December 21.
 - c. **Flint River Trail:** Contracts were awarded at the Supervisors meeting. A pre-construction meeting will be scheduled after the bond is received and contracts are signed. The completion date is September 30, 2018. Since the majority of the work will be over the summer, staff is identifying alternate locations for the 2018 summer camps.

- d. **Starr's Cave Nature Center:** Renovations are going well. Drywall is almost ready for finishing. A new rear entry door is being hung. Still on track for an early 2018 completion.
- e. **Other items:** Firewood stockpiling has begun. We lost another transmission on one of our patrol trucks. We are working on the next public opinion survey to be released shortly.

9. **New Business:**

a. **Strategic Plan Review & Approval:**

#56 Motion by James Garnjobst, seconded by James Steer to approve the Strategic Plan.
Motion passed unanimously by those members present.

b. **Big Hollow Shooting Range SOP Review & Approval:**

#57 Motion by James Steer, seconded by James Garnjobst to approve the Shooting Range SOP.
Motion passed unanimously by those members present.

c. **FY19 Budget Discussions:**

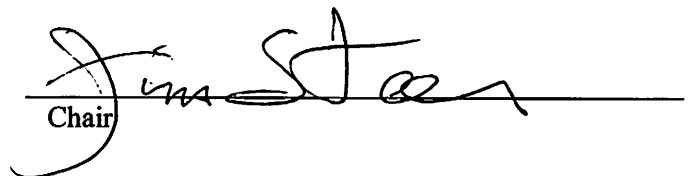
Informal discussions were held prior to the budget kick off meeting on December 19. Topics covered included where we have the funds on hand for the loan payment to the County. Using camp and Starr's Cave revenues to hire a second Naturalist to help with camps. Using fund 27 money for housing interns to attract interns interested in our field. Using fund 27 funds to house a forestry crew to use at Hunt Woods, Linder or Big Hollow. The possibility of hiring a camp host for Big Hollow that would act as a park manager. The consensus from the board was to proceed as laid out.

10. **Informational Items/Correspondence:**

- c. **LaVon Worley** - The Friends of Des Moines County Conservation adopted bylaws on November 20. The group is beginning to take some structure. A grant in the form of period furniture was awarded for Zion School. The group has begun discussions on fundraising for the Zion School project.

11. **Adjournment: Meeting adjourned at 6:27 p.m.**

Next meeting will be held at the Des Moines County Administration Office at 13700 Washington Road in West Burlington, IA. Meeting will be held at 5:30 p.m. on Wednesday January 03, 2018.
The public is welcome.


Chair

Secretary/Treasurer