**HUGHES COUNTY CONSERVATION DISTRICT**

**1717 N. LINCOLN AVE., SUITE 103, PIERRE, SD**

**January 12th, 2017 at 2:00 pm**

**Call the Meeting to Order:**

**Minutes of the December 7th Meeting:**

**Treasurer Report and Reconciliation:**

* Payments/invoices
* Approve and Sign checks

**Old Business:**

* Susan - Agreement

1. Train Doug how to do payroll, bill pay etc.
2. End of Year Accounting.

* Employee Christmas Bonus (**Doug Boes**).
* Heater Bids for shop.
* Equipment inventory.
* 4’ Fabric Machine, Repairs of 7’ Mower and Rototiller.

**New Business:**

1. Election of New officers
2. Secretary : New Hire (sign contract)
3. Permission needed for Rosemarie to travel to Huron for link-pass card.
4. Doug has sprayer recertification classes on 1-25-17 $60.00 fee.
5. Will work on 2017 Budget for next meeting.

**Executive Session:** As needed

**Secretaries Report:**

**Managers’ Report:**

* Work Load update
* 2017 Tree update
* Tractor availability

**Field Office Report:** Dillon Blaha

**Plans for Review:**

**Next Meeting Date:**