

1. **Call to Order**
Cathy Ziglar called the regular meeting of the Des Moines County Conservation Board to order at 5:30 p.m. at the Des Moines County Conservation Administration Building.

Those Members Present: Jim Steer, Cathy Ziglar, James Garnjobst and Bob Hansen

Those Members Absent: Angela Vaughan

Others Present: Director Lee, Administrative Assistant Breuer

2. **Additions and Deletions to Agenda:**
 - a. None
3. **Delegations/Public Input:**
 - a. None
4. **Board Member Agreement & Oath of Office:**
 - a. Bob Hansen read the Oath of Office for the record and signed the Board Member Agreement.
5. **Election of Officers:**
 - a. The 2018 Officers were approved:
Chairman - James Steer
Vice Chair - Cathy Ziglar
Secretary / Treasurer - Angela Vaughan
Member - James Garnjobst
Member - Bob Hansen
6. **Committee Appointments:**
 - a. The 2018 Committee Appointments:
Shooting Range - Jim Garnjobst
Flint River Trail - Bob Hansen
Observatory - Cathy Ziglar
REAP/TWILL - James Steer
7. **Approval of Minutes for December 06, 2017 :**
 - #1 a. Motion by James Garnjobst, seconded by Cathy Ziglar to approve the minutes of the December 06, 2017, Board Meeting.
Motion passed unanimously by those members present.
8. **Approval of Claims for December 2017:**
 - #2 a. Motion by James Garnjobst, seconded by Cathy Ziglar to approve the claims for December 2017.
Motion passed unanimously by those members present.

9. **Acceptance of Donations:**
 - a. John Witte Foundation - \$5,600 for Witte Observatory
 - b. The Wellmark Foundation - \$25,000 for North Gorge Trail
 - c. Great River Health System - \$3,000 for North Gorge Trail
 - d. David & Marcia Carlson - \$500 for North Gorge Trail
 - e. Bike Burlington - \$1,500 for North Gorge Trail

10. **Committee Reports:**
 - a. **Shooting Range:** No new items.

 - b. **Flint River Trails:** No new items.

 - c. **Observatory:** The observatory was recently awarded a Witte Foundation grant in the amount of \$5,600. The observatory was open one night in December and has a meeting scheduled for February.

 - d. **REAP/IWILL:** The annual REAP Congress will be held on January 6, 2018 in Des Moines.

11. **Project Updates:**
 - a. **Big Hollow:** The plan is to have an independent contractor as a camp host for 2018. The contract was sent to the IRS to make sure it falls within guidelines.

 - b. **Linder Property:** Closing on property is approaching. This was a 100% REAP funded purchase. Signage will be put up soon after closing and there will be a grand opening in the spring.

 - c. **Various Events:** 2018 events are being posted to the website / various social media accounts. In addition to our normal events, we have added dragon boats and a grand re-opening to Big Hollow and a Des Moines County Summer Celebration at Starr's Cave Nature Center. The Summer Celebration will merge the volunteer awards with new family friendly events and park tours.

 - d. **Starr's Cave Nature Center:** Paint is going up now and should be completed this week. The floor will be the next phase.

12. **New Business:**
 - a. **Bylaws Review & Approval:**
#3 Motion by James Garnjobst, seconded by Cathy Ziglar to approve the Bylaws.
Motion passed unanimously by those members present.

 - b. **Director Review:**
The board will meet prior to the next meeting on February 7 to discuss the annual director review.

 - c. **FY19 Budget Discussions:**
The FY19 budget that will be presented to the Board of Supervisors was discussed. The budget will be presented to the Supervisors at a budget hearing on January 15, 2018.

13. **Informational Items/Correspondence:**
 - a. **2018 Suspense Calendar:** The suspense calendar was updated and presented to the board.

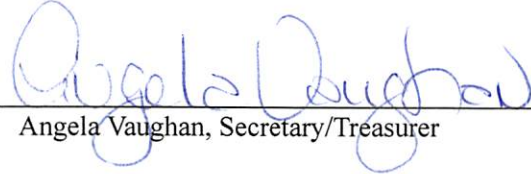
14.

Adjournment: Meeting adjourned at 6:32 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 February 07, 2018. The public is welcome.



Jim Steer, Chair



Angela Vaughan, Secretary/Treasurer