

Minnesota Soil Health Coalition Board Meeting

Thursday, February 14th 10am-12pm

Duffy's 110 Front St E, Redwood Falls, MN 56283

- Called the meeting to order at 10:07-Brian Pfarr
- Approved agenda (**Dwire, Cotter**) MSC
- Status of EIN-reported that the Coalition has an active EIN
- Status of bank account-report from Fick that the bank account was opened at MinnWest, see report
- Second signature for financials-Jennifer Hahn is the second signatory for financials (**Stelling, Pfarr**) MSC. >\$1,000 requires board approval (**Cotter, Labat**) MSC
- Managing membership fee collection and tracking-membership forms will be sent to Jennifer to process, document, and provide receipts and will send the checks to Tom Fick to deposit (**Cotter, Pfarr**)
- Updated receipt form adopted with changes of adding check # and payment form (**Stelling, Schmidt**) MSC
- Status of filing for tax exemption-continue reaching out to SD SHC for their input and contact LeAnn Buck with MASWCD to discuss potentially contracting employees with the MASWCD once we understand how SD set their agreement up (**Schmidt, Pfarr**) MSC
- Form for membership certificates-updated mailing address, adding membership year, checks only, and changing the formatting color to allow for color copies (**Labat, Pfarr**) MSC
- Website/social media options-Clair Meyers from VantagePoint Marketing Consultants video, acquire additional bids from other businesses and provide to the board

- Approve updated proposal to the Minnesota Natural Resources Conservation Service-submit to the NRCS **(Stelling, Labat) MSC**
- Committees reports-send out committee groups with contact info with committee outlines and timelines
 - Kickoff-end of August
 - Outreach/Education-Farmfest
 - Fundraising/financial-approval for completing grant application packages-may submit unless a match is required otherwise board approval is needed **(Schmidt, Stelling) MSC**
- Designate/update additional committees-updated outreach to outreach/education
- Reaching out to additional potential partners-just NRCS and MASWCD
- Coordinator job duties-approved updates **(Labat, Dwire) MSC**
- Primary signature for official documents-Brian Pfarr is authorized and Jennifer Hahn is the backup **(Cotter, Labat) MSC**
- Review logos and choose top 3
- Set regular Board Meeting dates, times, and methods-meet monthly in Sleepy Eye and have quarterly meetings that are mobile. Have the option to call in/utilize online meetings if board members can't be present at the meeting. Late morning times work well
- Adjourn 12:12 **(Labat, Cotter) MSC**

Present: Brian Pfarr, Chris Schmidt, Ben Dwire, Tom Cotter, Eric Stelling, Jamie Labat, Shannon Gegner, Kurt Mathiowetz, Holly Hatlewick, and Jennifer Hahn