



# SOUTHERN GUAM SOIL & WATER CONSERVATION DISTRICT

## **Southern Soil and Water Conservation District Regular Board Meeting**

**Wednesday, October 16 4:00 PM**

University of Guam, College of Natural and Applied Sciences Building, Room 202

### **MEETING MINUTES**

#### **I. Meeting Call to Order & Roll Call**

- The meeting was called to order at 4:10 PM.
- Roll call was conducted, and a quorum was confirmed.

#### **Board of Directors:**

- Chairman Michael Aguon, Present (online)
- Vice Chairperson Glenn Takai, Present
- District Director Glenn Dulla, Present
- District Director Yvonne Manglona-Juaneza, Present (online)
- District Director: Martha Tenorio, Present

#### **Staff:**

- District Administrator: Erica Pangelinan, Present
- Program Support Specialist: Jon Tanuvasa, Absent
- Conservation Technician: Madeline Flores, Absent

#### **Also present:**

- Dr. Mark Acosta, UOG Technical Advisor

#### **II. Acceptance of Meeting Agenda**

A motion was made by Director Martha Tenorio to accept the meeting agenda as published. The motion was seconded by Director Glenn Dulla and accepted without objection.

#### **III. Approval of Meeting Minutes - 08/28/24**

A motion was made by Director Martha Tenorio to approve the minutes from the August 28, 2024, meeting with technical corrections. The motion was seconded by Director Glenn Dulla and accepted without objection.

#### **IV. Treasurer's Report**

A) Accounts Overview:

- The Treasurer's report was presented, detailing the balances of various accounts as follows:
  - **General Checking Account:** \$28,197.78
  - **Stress Grant Account:** \$1,969.25
  - **TA 2023 Account:** \$11,104.89

- **Feral Swine Account:** \$14,444.46
  - \$20,000 pending payment for APHIS for FY2024
- **GACD Account:** \$23,843.88
  - Working with Northern District to close out TA 2020

A motion was made by Director Glenn Dulla to accept the Treasurer's report as presented. The motion was seconded by Director Martha Tenorio and accepted without objection.

B) Review FY2024 Closeout Requirements:

- Budget Report due to University of Guam by the end of the month
- FY 2024 annual report due by December 31st- draft shared with directors via email for further development

C) FY 2025 Budget: Allotted \$281,390.50

- The amount allotted is below the original request. Board to revise budget to meet threshold. Budget justification linked for board review.
- A motion to discuss the the operating budget will be discussed in next meeting

## V. Old Business

### A. 2024 Next Generation Leadership Institute Cohort

- Led by Director Glenn Takai, a comprehensive needs assessment for Guam is required, plan must be presented by December.

### B. NACD Pacific Region Meeting 09/10-15/2024

- The travel report for the Pacific Region Meeting in Alaska is available
- The presentation on building capacity was successful and well-attended
- Guam will host the Pacific Region Meeting in 2026
- Chair was re-elected to the executive board

A motion was made by Director Dr. Glenn Dulla to accept the travel report. The motion was seconded by Martha Tenorio and accepted without objection.

### C. NACD Program Updates

- NACD TA Grant 2022 - Final report submitted
- NACD TA Grant 2023 - Report due before the deadline of October 20
- NACD TA Grant 2021 - Pending reimbursement from NACD.
- GACD TA Grant 2020 - Working with the Northern District to settle reimbursements
- NACD REPI Grant- Report is due by October 20
- NACD Poster Contest - Meeting held with Northern District to divide responsibilities
  - Four grade level categories were established
  - Minimum of 10 contestants are required for each category
  - Awaiting a letter from Northern District to announce the contest to Department of Education
- Friends of NACD Grant - Proposal to submit for Friends of NACD grant discussed
  - Focus on establishing an agroforestry demonstration site in Inalahan
  - Consideration of nursery establishment discussed

### D. DOAG Stress Grant

A motion was made by Director Martha Tenorio to approve the final report without objection and motion passed.

### E. NRCS & NACD Leadership Visit

- Visit deemed successful with positive feedback

- Importance of maintaining connections with USDA and NRCS emphasized
- Discussion of creating a Western Pacific group for collaboration

#### **F. Guam Local Working Group 08/02/2024**

- Next local work group suggested to be held after 60-90 days
- Board suggested to have it next year, biannually from last meeting

#### **G. Southern District Active District Registry**

- 17 registered farmers, ongoing field visited planned
- Soil testing invoices being collected
- Planning a banana workshop for farmers

#### **H. Southern Guam Feral Swine Program**

- MOA signing delayed due to ongoing discussion with NRCS
- Need to clarify on fencing specification before moving forward
- Pig Brig Study- working on baiting, a lot of activity especially from the younger piglets

#### **I. Branding and Marketing Update**

- Updates to letterhead and website in progress
- Proposal for monthly newsletter using Mailchimp for \$10/ month approved

A motion was made by Director Martha to accept the Mailchimp membership fee, without objection and motion approved.

A motion was made by Director Dr. Glenn Dulla to approve the expenditure for Canva, Adobe Sign and Zoom. The motion was seconded by Director Yvonne Manglona-Juaneza and accepted without objection.

#### **J. Digital Archive Support**

- No updates, Erica Pangelinan will start looking at this on this new fiscal year

### **VI. New Business**

#### **A. FY2025 Action Plan Development**

- Action plan shared with the board for review
- Upcoming election noted for FY 2025

#### **B. FY2025 APHIS WS Financial Work Plan Agreement**

A motion was made by Director Dr. Glenn Dulla to continue the agreement of \$25,000 part-time work. The motion was seconded by Chairman Michael Aguon and passed without objection

#### **C. NACD TA 2024 Grant Application**

- Application submitted for \$160,000 with in-kind contributions totaling \$200,000
- Administrative mechanisms for grant management discussed

### **VII. Board Correspondence**

- Ethics training report due, staff is training at NRCS
- Potential collaborations with GDOE for conservation-focused farms discussed

### **VIII. Public Comment/Announcements**

- No public comments or announcements were recorded

### **IX. Next Meeting**

- Partners meeting is scheduled for Wednesday, November 13, 2024 at 4pm
- Joint board meeting for November 21, 2024 to be confirmed

### **X. Adjournment**

- The meeting was adjourned at 6:12 p.m.

**Minutes Prepared By:** Madeline Flores, Conservation Technician

**Approved By:**

\_\_\_\_\_  
Yvonne Manglona-Juaneza  
Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael E.D. Aguon  
Chairperson

\_\_\_\_\_  
Date

### **Action Items**

- Submit the FY2024 Budget Report to UOG by the end of October.
- Continue developing the FY2024 Annual Report, with drafts shared for director review, and finalize by December 31.
- Revise the FY2025 Budget to meet the allotted threshold.
- Submit reports for the NACD TA Grant 2023 and NACD REPI Grant by October 20.
- Resolve pending reimbursements for the NACD TA Grant 2021 and GACD TA Grant 2020, in collaboration with the Northern District.
- Follow up on the letter from Northern District to announce the NACD Poster Contest.
- Finalize the MOA with NRCS, including clarification on fencing specifications.
- Begin implementing digital archiving efforts in the new fiscal year.
- Finalize and review the FY2025 Action Plan, with a focus on the upcoming election.
- Ensure staff completes NRCS-hosted ethics training.