



**MINUTES OF BOARD MEETING
Friday, July 29, 2016**

**EASTERN SHORE SOIL AND WATER CONSERVATION DISTRICT
USDA Service Center, Accomac, Virginia**

ATTENDANCE: Chair Robin Rich-Coates called to order the monthly meeting of the Board of Directors of the Eastern Shore Soil and Water Conservation District. The following Directors and Associate Directors were in attendance:

Fred Holland, Director
Jim Evans, Director

Theresa Pittman, Director
Dave Lovell, Director

Others present were:

Carmie Savage, ESSWCD

Art Kirkby, DCR

A. MINUTES: The June 15, 2016 meeting minutes were approved. (Holland, Evans)

B. TREASURER'S REPORT: The financial reports for June 2016 were approved. (Holland, Evans)

C. NEW BUSINESS:

A. Attachment D FY18 Budget of Needs Report: The draft FY18 Attachment D Budget of Needs Report was reviewed and discussed. **A motion was made and carried to approve the Attachment D FY18 Budget of Needs Report and submit as approved to DCR. (Holland, Pittman)**

B. FOIA Officer for Eastern Shore SWCD: Robin Rich-Coates informed the Board that a FOIA Officer needed to be appointed for the District. The Board decided since Latonya Justice serves as Secretary to the Board it would make sense for her to be appointed as the FOIA Officer as well. **A motion was made and carried to approve appointing Latonya Justice as FOIA Officer for the Eastern Shore SWCD. (Holland, Lovell)**

APPROVED: _____ **SIGNED** _____
CHAIRMAN SECRETARY

The June Board meeting was adjourned.

Meeting minutes were recorded by Carmie M. Savage