



## Meeting Minutes

### Thursday, January 08, 2026 Annual Meeting (AMCD Office)

**Attendance:** Board Members: Skarbek, Lizon, Brown, Estlack; Associate Director Bill Houston; Staff: Dr. Greg Corace (FAP), Charlie Doan (CTAP), John Schmitz (DM), Emily Frechette (CA). Meeting was called to order at 5:00 PM, by Skarbek, Chair. Not present: Lewis

**Public Comment:** Presentation by Charlie Doan on Conservation Technical Assistance Program (CTAP)

Additions to agenda: none

#### **Approval of Consent Agenda:**

Meeting minutes (December, 2025)

Financial Report, Payment of AMCD bills

- Motion made by Brown to approve the consent agenda; supported Lizon.

Roll Call vote: Ayes: Brown, Lizon, Estlack, and Skarbek. Nays: None. Motion carried.

#### **Reports:**

The Reports were handed out and reviewed by the Board prior to the meeting. There was no conversation on the FAP Report, the MAEAP Report, the Communications Report, or the NRCS Report.

Schmitz presents his report; Since our last meeting, we've been off for holidays and task list has mostly been completed. Credit Union says we are eligible for 1-yr CDs that would pay 4% instead of 1.6%. We have between 25 – 30K available we never had to dip into over the past year and a half or so. By investing 25 – 30K we could increase our revenue about 1K per year. It would be difficult to use 100% online banking for our operations. Recommendation: put a certain amt into 1-yr CD. Keep same amount in money market CD. Can transfer easily online from money market into checking. Recommends policy to keep certain amount in money market CD. Estlack suggests CDs with staggered maturity dates. Alpena Power has 6-month CDs at 4%. Schmitz will look into it. Skarbek asks if we can start a new one every few months to get to Estlack's recommended staggered maturity dates. Schmitz will look into it. Yearly usage of other 70K or so is needed on hand to maintain financial continuity. \$7500 is suggested for amount of each CD.

- Estlack moves to invest 7500 per quarter in FY2026 into a CD, not to exceed 30K annually; supported Brown. Roll Call vote: Ayes: Brown, Lizon, Estlack, and Skarbek. Nays: None. Motion carried.

#### **District Business:**

#### **OLD:**

Woody Plant Sale update was given. Pheasants Forever has Pollinator Mix ready to sell. We get 10% proceeds. Can sell over summer. It is possible to sell gift cards through our online store.

Newsletter content was discussed & improvements recommended. Majority of recipients will receive electronically; about 70 will receive a mailed physical copy. To increase engagement, Brown agreed to share

with the group examples of CD program descriptions using language that would be more attractive to the community.

Estlack suggests asking DNR's Emily Sewell for "drip money" to have Frechette create a database for hunters and non-hunters looking to obtain deer. To facilitate the butchering of deer that were harvested with the help of our free deer tags. About \$110 to process a deer. Farm Bureau paid 10K to process 1000 deer (in the past) at the Doe Derby. Schmitz will contact Sewell.

## NEW

Discussion on proposed conservation round table event to share our missions, activities, technical capabilities of staff. For Charlie & Greg it will increase their awareness of potential partnerships. John will be better able to make referrals. Lizon suggests A) cheat sheet for attendees to take home b) invite counties & cities. Start with core groups we know are conservation-related and expand out to Trout Unlimited, Pheasants Forever, etc. Maybe every 6 months or so reconvene to continue building relationships and increasing network strength.

We have a new audit contract with SOME CPAs for November 2026 to audit FY2026.

- Estlack moves to sign contract; supported Skarbek. Roll Call vote: Ayes: Brown, Lizon, Estlack, and Skarbek. Nays: None. Motion carried.

Discussion about recognition of folks who purchase large quantities of trees at our tree sale. Possibly with newsletter articles (with their permission). Suggestion to come up with other ideas for recognition.

- Appointment of Officers: Estlack moves to appoint Brown to role of Chair; supported Lizon. Roll Call vote: Ayes: Lizon, Brown, Estlack, and Skarbek. Nays: None. Motion carried.
- Skarbek moves to appoint Estlack as Vice-Chair; supported Brown. Roll Call vote: Ayes: Lizon, Brown, Estlack, and Skarbek. Nays: None. Motion carried.
- Nomination for Treasurer has been tabled until March 5.

## TASKS TO BE COMPLETED:

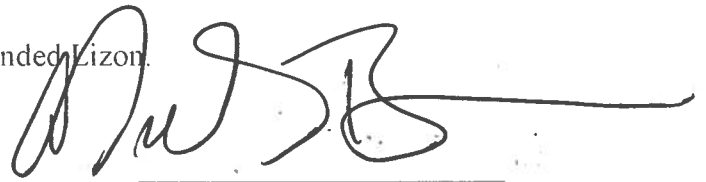
- FAP Presentation from Dr. Greg Corace at the start of the March meeting
- Initiate Woody Plant Sale – Paper Copies and Online – Frechette and Schmitz – Feb. 2
- Send Newsletter out electronically and paper copies. - Frechette and Schmitz – Feb. 2
- Newsletter development: sharing language improvements to increase engagement. – Brown – Jan. 23

Next Board Meeting is **Thursday, March 5<sup>th</sup> at 5:00 p.m. at Brush Creek Mill.**

Motion to adjourn was made by Brown at 7:35 p.m. seconded Lizon.



John Schmitz, District Manager



Doug Brown, Board Chair  
Approved / Amended / Disapproved