



## SISKIYOU RESOURCE CONSERVATION DISTRICT

### BOARD OF DIRECTORS

#### REGULAR MEETING

#### MINUTES

**THURSDAY, AUGUST 14<sup>th</sup>, 2025 – 7:00 P.M. IN PERSON OR TELECONFERENCE**

**Our Mission:** *Identify conservation and watershed enhancement needs and offer assistance to landowners and resource managers to meet those needs through technical, financial and educational leadership.*

**1. CALL TO ORDER:** Meeting was called to order at 7:07 pm

- A. Establish Quorum
- B. Pledge of Allegiance
- C. Roll Call and Introductions – Board Members Present: Barry Brown, Peter Garaventa, Caroline Luiz, and Jeff Maddox; Staff Present: Tamara Braden, Christina Giertz, Nathan Howington, and Evan Senf.
- D. Agenda Adjustments & Approval – Move IRS update to after Closed Session
- E. Open Forum – None

**2. CLOSED SESSION:**

Siskiyou RCD Staff is requesting consideration of Evan Senf promoting to role of District Manager – Discussion / Action – Evan Senf waived Closed Session in favor of a public session to allow for additional staff input. The Board decided to continue with Closed Session to discuss the potential promotion of Evan Senf in private.

**RETURN TO OPEN SESSION – NO ACTION TAKEN IN CLOSED SESSION**

Peter Garaventa was first to return from Closed Session, stating that he felt like he had been blind-sided by this item on the agenda. He accused Tamara Braden of lying to the Board at previous meetings about whether the District could afford to hire District Manager. Tamara Braden clarified that she had said that the District could not afford to hire a District Manager from outside the agency and that the only way we could afford to hire a District Manager was to promote from within. She stated that it made the most sense to promote Evan, as he had been doing most of the tasks associated with the District Manager role, except for the management activities engaged in by the Board Members, and his promotion was unlikely to have a negative financial impact on the District. She further stated that she needed the support of a person with a management title to deal with upcoming issues with the IRS. Peter Garaventa still argued against the promotion of Evan Senf. Christina Giertz added that it was important to the SRCD staff to have Evan represent them as District Manager, and that if we didn't resolve the issues with the IRS, they would be coming for the assets of the Board. Peter Garaventa then accused Christina Giertz and Tamara Braden of threatening him with the IRS and began shouting aggressively at Tamara Braden across the table. When Tamara Braden spoke up to say that she felt that Peter Garaventa was being unnecessarily aggressive, she was told to be quiet by Jeff Maddox. Peter Garaventa then abruptly left the meeting. Discussion continued about the pros and cons of promoting Evan Senf. Barry Brown stated that he thought it would be beneficial to allow Evan Senf to step up to the District Manager position on a trial basis, emphasizing that the Board could review the financial impact of the promotion for a 3-4 month period and adjust accordingly. Caroline Luiz suggested that Evan Senf be promoted to "Acting District Manager" for a period of 3 months to see how it impacts the finances of the SRCD. Barry Brown suggested a period of 120 days to allow for enough time to see the results. Jeff Maddox motioned to promote Evan Senf to "Acting District Manager" for a period of 120 days, seconded by Barry Brown. Vote: 3-0-0-1, Peter Garaventa absent.

## **2. OPEN SESSION BUSINESS: (DISCUSSION AND ACTION)**

A. Review and approve Minutes from meeting on 5/8/25, 6/12/25, and 7/10/25 – The review of these minutes will be postponed to next meeting.

B. Financial Report & Payment of Bills –District Bookkeeper

- i. Financial Report
- ii. Monthly Reconciliation of the Mechanics Bank Account
- iii. Warrants for Approval
- iv. Journal Voucher for Approval

Tamara Braden presented a comprehensive financial report, stating that no vendor payments will be paid until the outstanding payroll taxes have been paid, as per prior Board instruction. She is still waiting for the receipt of funds to make the Trust Fund Balance Payment, which is due on 9/5/25. If the payment is not received by that date, it will trigger a Trust Fund Investigation, which could lead to the seizure of assets from the Board Members and Bookkeeper to satisfy the debt. She expects to receive the funds in time to meet the deadline. A Warrant Request for that \$65,000 payment is included in the financial packet for this month. She noted that the Desktop version of her QuickBooks software is malfunctioning, and reports are not generating correctly. She would like permission to migrate to QuickBooks online as funds become available. Jeff Maddox motioned to approve the Warrants and Journal Voucher, contingent upon funds being available, along with the Mechanic’s Bank reconciliation, seconded by Barry Brown. Vote: 3-0-0-1; Peter Garaventa absent.

## **3. NEW BUSINESS:**

A. Review / approve Siskiyou County Final Adopted Budget for FY 25/26 – Tamara Braden presented the Siskiyou County Final Adopted Budget for FY 25/26 to the Board for approval. She noted that the only change was the addition by the Auditor’s Office of the figure for Appropriations for Contingencies. Jeff Maddox motioned to approve the Siskiyou County Final Adopted Budget for FY 25/26, seconded by Barry Brown. Vote: 3-0-0-1; Peter Garaventa absent.

B. Discuss need for storage for documents and supplies – possible action regarding Siskiyou RCD securing small storage unit to store items overflowing office – This item will be postponed for discussion in the future.

## **4. OLD BUSINESS UPDATES:**

A. Update on search for Auditor - None

B. Update on status of Payroll Tax arrears / payments – See financial report above.

## **5. REPORTS:**

- A. Agencies - None
- B. Scott River Watershed Council - None
- C. Scott River Water Trust - None
- D. Projects – Staff – None
- E. Administration – District Manager - None
- F. Directors - None

**6. AGENDA ITEMS FOR NEXT MEETING: September 11<sup>th</sup>, 2025**

- City of Etna Lease Renewal
- Minutes
- IRS updates

7. **ADJOURN** – Meeting was adjourned at 8:49 pm

Tamara Braden, District Bookkeeper

No Corrections \_\_\_\_\_ Corrected by Insertions \_\_\_\_\_

Approved \_\_\_\_\_ Date \_\_\_\_\_  
Caroline Luiz, Board Chairman

Minutes are subject to change/correction when submitted for approval by the Board of Directors at the next regular meeting, and do not become official until all appropriate signatures are affixed.
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**PUBLIC RECORDS**

All materials related to an open session item on the agenda that are distributed to the Board of Directors and which are not exempt from disclosure pursuant to the California Public Records Act, will be made available for public inspection at the time they are distributed to the Board of Directors through the District website: <https://www.siskiyourcd.com/meetings>. Public records may also be requested by directly contacting the District Manager at [sisqrcd@sisqtel.net](mailto:sisqrcd@sisqtel.net) (recommended contact method) or 530-467-3975.