

WAYNE SWCD BOARD AGENDA

February 3, 2026 8:30 a.m.

Minutes

Treasurer's Report Board approval for: Truax Printing \$2,433.02 (winter newsletter);

Correspondence-

Report of Committees

Agency Reports

Field Office (*Review Tech. Report*) NRCS

ODA Area 2 Update

OSU Extension

Old Business

- Administrative Assistant Position Update: Ruthanne Bandy
- ODA APAP MOU and SOP Approval
- Committee Appointments (updated)
- Annual Meeting Schedule (corrected)
- Barnard Rd Cascading Waterway (schedule update)
- Federation Meeting in Columbus (reservations, transportation, tax form, credit card)
- Tree Sale Update (chestnuts)

New Business

- Progress Report
- Cash Basis Report
- Newsletters—cost, frequency
- Nutrient Management Technician Grant (Erica Notley, ODA)
- OSU's Environmental Professional's Network tour (August 19 or 21)
- Administrative Assistant Training contract

Other New Business

Staff Updates with the Board

Announcements

- Feb. 9-11 OFSWCD/Partnership Meeting in Columbus (Tues & Wed for Staff)
- Feb. 16 Presidents Day (office closed)
- Mar. 10 Board Meeting 8:30 a.m./Planning Meeting
- Mar. 11 Tree sale deadline (to place orders)
- Apr. 7 Fish sale deadline (to place orders)
- Apr. 14 Board Meeting 8:30 a.m./Tree wrap following Board Meeting
- Apr. 15 (Wed) Tree pick-up 12:00 - 4:30 p.m. (Fairgrounds)
- Apr. 17 (Fri) Fish pick-up 8:00 a.m. - 9:30 a.m. (Fairgrounds)

Leave Records 12/28/25 to 01/24/26

Employee Time	Annual Leave Available	Annual Leave Used	Sick Leave Available	Sick Leave Used	Comp Time Balance	Comp Used
Cody B.	51.45	10.25	19.08	10	.15	0
Kathy B.	203.53	0	286.3	5.5	14.75	0
Stacey H.	203.42	0	785.65	0	.15	0
Robert K.	59.45	1.5	963.91*	12.25	.50	3
John L.	249.20*	0	2245.16*	4	27.53	0
Ricky P.	119.8	11	346.02	0	.01	5
Kelly R.	228.08	0	557.57	20.0	7.13	1

* reduced by 80 hours (leave conversion) during pay period 12/28/25 to 01/10/26