



**Meeting of the Board of Directors**  
**September 17, 2009**  
**Location: RCD Office**  
**6:30 pm- 8:30 pm**

<b>1. Call to Order</b>
<b>2. Introduction of Guests and Staff</b>
<b>3. Public Comment-</b> The Board will hear comments on items that are not on the agenda where the Board has jurisdiction. Comments are limited to three minutes per person. The Board cannot take action on an item unless it is an emergency as defined under Government code Sec. 54954.2.
<b>4. Approval of Agenda</b>
<b>5. Consent Agenda</b> 5.1. May 2009 Draft Financial Statements 5.2. August 2009 Draft Financial Statements 5.3. August 20, 2009 Draft Meeting Minutes
<b>6. Action Items</b> 6.1. <u>Contract with RCD of Santa Cruz for Integrated Watershed Restoration Program in San Mateo County.</u> Board will consider contract with RCD of Santa Cruz to expand Coastal Conservancy funding of IWRP to San Mateo County RCD. 6.2. <u>CARCD conference delegate.</u> Board will discuss attendance at annual conference of California Association of Resource Conservation Districts and may appoint a delegate to represent the San Mateo County RCD for votes at the conference.
<b>7. Discussion Items</b> 7.1. Executive Director report
<b>8. Adjourn</b>

*Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the San Mateo RCD office, located at the address above, for the purpose of making those public records available for inspection.*

**San Mateo County Resource Conservation District**  
**Balance Sheet**  
As of May 31, 2009

	<u>May 31, 09</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Checking RCD 8123985	10,491.97
1004 · Checking Restricted 8121907	10,580.20
1008 · Checking SEP 8129517 (SEP and CalTrans)	37,309.32
<b>Total Checking/Savings</b>	<u>58,381.49</u>
<b>Accounts Receivable</b>	
1110 · Contracts Receivable	384,965.05
<b>Total Accounts Receivable</b>	<u>384,965.05</u>
<b>Total Current Assets</b>	443,346.54
<b>Other Assets</b>	
1600 · Long-Term Receivables	828,667.32
1610 · Security Deposits	1,300.00
1620 · Prepaid Expenses (Liability Insurance)	183.00
<b>Total Other Assets</b>	<u>830,150.32</u>
<b>TOTAL ASSETS</b>	<u><b>1,273,496.86</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	315,489.85
<b>Total Accounts Payable</b>	<u>315,489.85</u>
<b>Other Current Liabilities</b>	
2100 · Payroll Taxes Payable	103.88
2200 · Deferred Revenue	826,170.04
<b>Total Other Current Liabilities</b>	<u>826,273.92</u>
<b>Total Current Liabilities</b>	<u>1,141,763.77</u>
<b>Total Liabilities</b>	1,141,763.77
<b>Equity</b>	
3200 · Unrestricted Net Assets	5,000.00
3900 · Retained Earnings	-95,713.23
3910 · Restricted Retained Earnings (Unearned revenue)	218,895.75
Net Income	3,550.57
<b>Total Equity</b>	<u>131,733.09</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>1,273,496.86</b></u>

**San Mateo County Resource Conservation District**  
**Profit & Loss**  
 July 2008 through May 2009

	Jul '08 - May 09
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4010 · Contracts/Grants	594,023.15
4015 · Fines and Mitigation Funds	36,506.00
4030 · Interest Income	527.57
4100 · Misc. Income	610.96
4200 · Property Tax Revenue	50,523.40
4300 · Service Fees	3,913.00
<b>Total Income</b>	686,104.08
<b>Expense</b>	
5000 · Personnel	
5010 · Salary	147,136.08
5030 · Salary Tax Expense	13,094.42
5020 · Salary Service Fees	792.75
5040 · Benefits	14,142.37
<b>Total 5000 · Personnel</b>	175,165.62
6020 · Bank Fees	902.29
6040 · Blue Circle	266.68
6060 · Computer Service	120.00
6070 · Communications	
6075 · Internet	729.14
6080 · Telephone	255.05
<b>Total 6070 · Communications</b>	984.19
6200 · Discretionary	999.51
6300 · Equipment & Furniture	43.29
6400 · Insurance-Liability	2,012.78
6450 · Legal Services	91.50
6500 · Membership, Dues & Subscription	65.00
6550 · Mileage	216.24
6650 · Postage and Delivery	31.10
6750 · Professional Development	120.65
6800 · Public Relations	239.72
6850 · Rent	9,000.00
6900 · Supplies	562.64
6950 · Travel/Accomodations	1,679.65
7200 · Program Consultant	64,680.74
7500 · Program Expense	425,371.91
<b>Total Expense</b>	682,553.51
<b>Net Ordinary Income</b>	3,550.57
<b>Net Income</b>	<b>3,550.57</b>