

## Anoka Conservation District Supervisor Appointment Frequently Asked Questions

What are the minimum requirements to be an ACD Supervisors?

This is an elected position and so the only requirements are to meet the eligibility criteria

- must be eligible to vote in Minnesota
- must have not filed for another office at the upcoming primary or general election
- must be 21 years of age or more upon assuming office
- must have maintained residence in their district for at least 30 days

and file for office on time. Supervisor contributions have ranged from minimal attendance and little participation when in attendance, to effective advocacy on issues of local, statewide and even national concern.

What is meant by 'Responsibilities' on the application form?

Responsibilities is an umbrella term that encompasses the minimum obligations, expectations to be effective, and commitment of time and energy described below.

What is the minimum that an ACD Supervisor has to do?

ACD Supervisor obligations include attending regularly scheduled monthly Board meetings (failure to attend 3 consecutive meetings is grounds for dismissal) and periodic committee meetings.

What should an ACD Supervisor expect to do in order to contribute effectively?

To be effective, ACD Supervisors should expect to come prepared to meetings and participate fully during meetings; invest time and energy to learn the jargon (and acronyms) in the conservation field; represent ACD at watershed organization meetings; and be genuinely interested in natural resources stewardship and public service.

What time commitment should I expect if I become an ACD Supervisor?

ACD Supervisors dedicated 5-10 hours/month on average. There are individual activities that can surpass these averages however. E.g. The optional annual convention in December is two full days; the Personnel committee meets annually with all staff, which takes about 7 hours; the optional annual Metro Area tour is the better part of a day, an annual staff and supervisor planning session takes half a day, etc.

I don't know much about natural resources. How can I be effective as an ACD Supervisor?

You don't need expertise to serve well as an ACD Supervisor. Seldom has one of the ACD's elected Supervisors come into the position with considerable knowledge on natural resource stewardship. Supervisors provide insights gained through life experience that benefit ACD and our constituents in countless ways having nothing to do with natural resources. That said, staff will provide sufficient natural resource expertise, detail and context for Supervisors to consider projects, develop policy, and set priorities. Additionally, monthly pre-board meeting training sessions provide a little insight into natural resource generally and programs and services more specifically. Anticipate a long learning curve and patience on the part of your colleagues on the Board and ACD staff.

Do ACD Supervisors get involved in issues beyond Anoka County?

Anoka Conservation District is one of 91 soil and water conservation districts in MN and 3,000 nationally. The MN Association of Soil and Water Conservation Districts includes an infrastructure that allows for the advancement of proactive Supervisors to be involved in statewide, and even national matters while serving at the local level. Additionally, ACD is an active member of two larger watershed planning organizations, one encompassing the Rum River to Lake Mille Lacs and the other involving the St. Croix River in Washington and

Chisago counties. Many natural resources are better managed at scales larger than Anoka County. ACD programs, services, and partnerships reflect this.

How much do ACD Supervisors get paid?

ACD Supervisor compensation is call Per Diem and is capped by state statute at \$125/day. ACD policy limits per diem for participation in Board meetings, assigned committees and other Board approved activities, no matter the duration of the activity. On average, an ACD Supervisor is compensated \$3,000 annually in per diems.

I have mobility challenges. If I became an ACD Supervisor, could I participate in meetings remotely?

ACD's office is wheelchair accessible and ACD will make reasonable accommodations. Due to Open Meeting Law, however, attending meetings virtually is limited to three times per year and that requires a note from a doctor. Virtual attendees to a meeting beyond that threshold would not count toward a quorum and not be allowed to vote, although they could participate in discussion.

When and where do the meetings occur?

- ACD internal Committee (personnel, finance & operations) meetings are scheduled individually per committee member availability. Committees are composed of two Supervisors and one senior staff member. ACD internal Committees may be attended remotely and often occur during work hours.
- ACD Monthly Board meetings are generally the 3<sup>rd</sup> Monday of the month at 5:00 PM at ACD's office in Ham Lake (4:30 for Supervisor Training). <https://anokaswcd.org/>
- Sunrise River WMO meetings are generally the 1<sup>st</sup> Thursday every other month at East Bethel City Hall at 6:30 PM. Serve as a non-voting liaison and so could possibly attend remotely. <https://www.srwmo.org/>
- Lower St. Croix Partnership meetings are generally quarterly on the 4<sup>th</sup> Monday of the month at 4:00 PM at the Wyoming Library. Serve as a voting member of the policy committee and so should attend in person. <https://www.lsc1w1p.org/>

Is mileage to attend meetings reimbursed?

Yes, mileage reimbursement at the federal reimbursement rate as well as per diem are paid out quarterly.