

## SEEKING NOMINEES

### Butler SWCD Board of Supervisors

Let it be known that the Butler County Soil and Water Conservation District will hold an election for one supervisor in each of two different territories in the county from **February 1-20, 2024**. Anyone that owns a farm in **Territory [I] (Epps, Cane Creek, Black River & St. Francis)** or **Territory [III] (Neely, Coon Island & Gillis Bluff)**, and meets the qualifications listed below, may be considered as a candidate in the election. You may submit your name for participation in the election by completing the self-nomination form and delivering it to the district by 4:00 P.M. on November 30, 2023. The self-nomination form is available online at (<https://mosoilandwater.land/butler>) or in person at the district office (see contact info below).

Supervisors of the district administer district policies and programs, district personnel, and cost-share funding made available by the one-tenth-of-one-percent parks, soils and water sales tax.

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The qualifications required to be a supervisor are:

1. Being a land representative from the district (10 CSR 70-4.010 (1) (I)). A land representative is defined as the owner or representative authorized by power of attorney of any farm lying within an area proposed to be established, and subsequently established, as a soil and water conservation district under Chapter 278, RSMo. Each farm is entitled to representation by a land representative: provided, however that the land representative is a taxpayer of the county within which the soil and water district is located.
2. Residing in, or owning a farm in, the area from which he/she is nominated where there is an expiring term.
3. Being a cooperator of the district, defined as, "a person who is actively engaged in farming and practices conservation activities related to agriculture".
4. Being a current resident and tax-paying citizen of the county for at least two years preceding the election date.
5. Be eighteen (18) years of age or older by the election date.

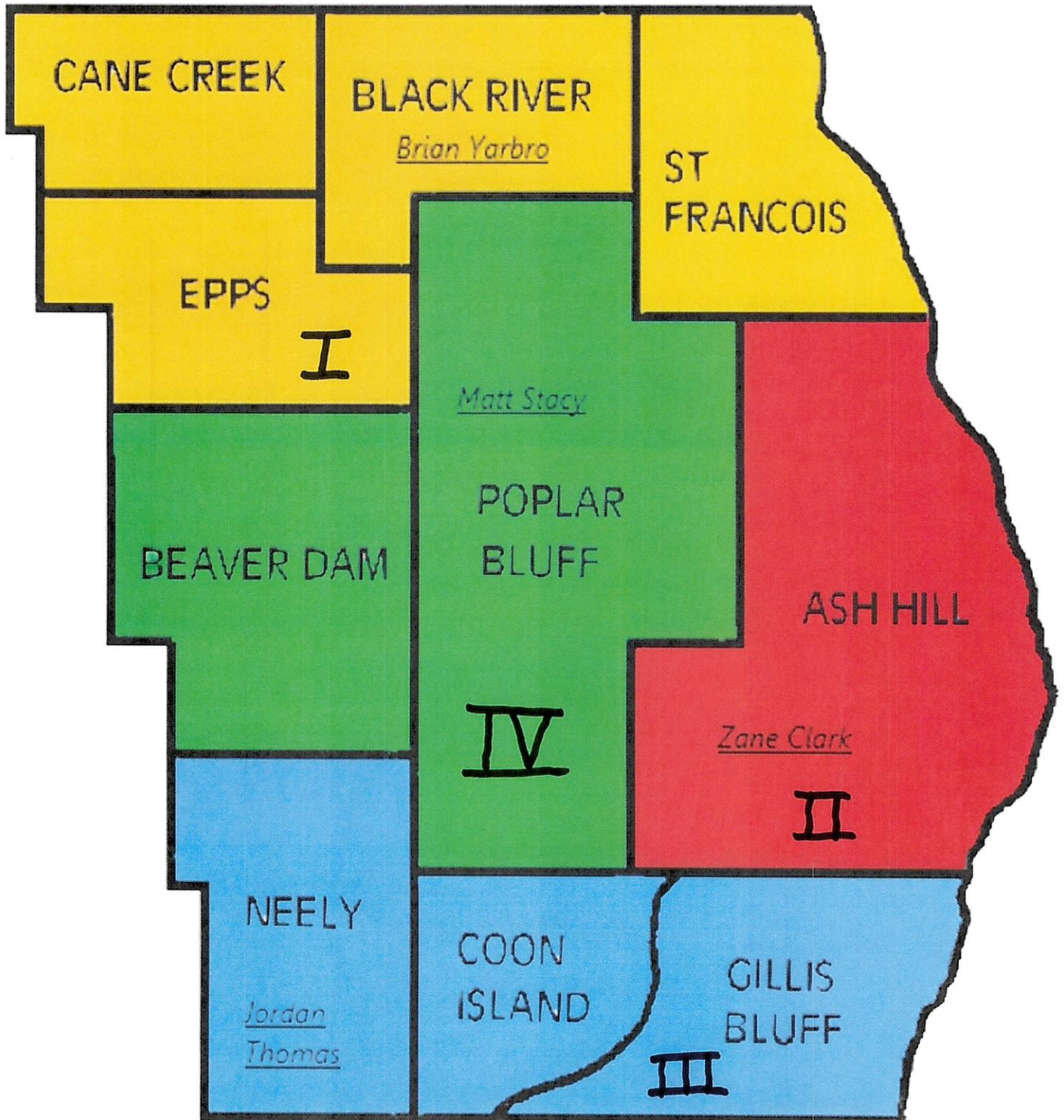
### Butler County Soil & Water Conservation District

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*Political Townships Represented By SWCD Board Members*



# Soil and Water Conservation District Board Member Self-Nomination Form

1. Do you meet the qualification for being a Soil and Water Conservation District (SWCD) Board Member? Y\_\_\_\_\_N\_\_\_\_\_

2. Are you a resident taxpaying citizen for 2 years in the Butler SWCD? Y\_\_\_\_\_N\_\_\_\_\_

3. Have you reviewed the SWCD Board Member Job Description? Y\_\_\_\_\_N\_\_\_\_\_

4. Do you understand the roles and responsibilities of a SWCD Board Member? Y\_\_\_\_\_N\_\_\_\_\_

5. Can you devote the time, resources, and energy required for a SWCD Board Member? Y\_\_\_\_\_N\_\_\_\_\_

6. Are you willing to attend meetings regularly for the duration of your term? Y\_\_\_\_\_N\_\_\_\_\_

7. Are you willing to participate in necessary training for SWCD Board Members? Y\_\_\_\_\_N\_\_\_\_\_

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Signature and Date



# SWCD Board Member Job Description

## What is a Soil and Water Conservation District?

A District is comprised of a county wherein a project for saving the soil and water has been established to encourage the wise and productive use of natural resources.

## What is a Soil and Water District board member?

A board member is an individual who has been elected or appointed to the local governing body of a soil and water district. There are 4 elected board members and 1 appointed board member. The elected members comprise the roles of Chair, Vice-chair, Treasurer and Member. The appointed member is an employee of the University of Missouri Extension who holds the Secretary position.

Being on the board is great way to leverage the district into meeting goals, improving cost-share spending, driving diversity, and helping resolve county complaints. Being a supervisor ensures your chance to vote on behalf of your constituents.

The supervisors of the Soil and Water Conservation District board provide oversight, direction, transparency and act as an auditing authority as the governing body of the district.

The board of Soil and Water supervisors assist the Soil and Water Districts Commission in the administration of a state soil and water conservation cost-share program. This entails management of funds provided by the Commission or other federal funding for the purpose of saving the soil and water within the district. The cost-share program involves contracts between landowners and the district for the installation of Commission approved cost-share practices. Contracts must be executed within a certain timeframe following Commission approved rules.

The board is the employer of the SWCD employees and is responsible for providing direction and guidance to the SWCD staff. They are responsible for hiring, and if necessary firing, the SWCD employees. While the board does not generally provide day to day work load oversight, they ask for progress reports and provide yearly employee evaluations. The board acts as an auditor of employee hours by reviewing timesheets, approving leave and requesting office coverage.

The board holds regular meetings to review the district business, and are beholden to the Sunshine Law. These meetings are typically held monthly. The board reviews the following in a typical board meeting: minutes, treasurer's reports, bank statements, cost-share contracts, change orders, contract payments, new cooperators, and conservation plans. The board is also responsible for reviewing and approving all purchases and making sure that they meet state and local policies.