



## BUTTE COUNTY RESOURCE CONSERVATION DISTRICT

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### ASSOCIATE DIRECTOR POLICY

A five member Board of Directors governs the Butte County Resource Conservation District (BCRCD). To help complete specific parts of the RCD program, Directors solicit assistance from agencies, groups and individuals. Assistance from agencies and groups is usually governed by Memoranda of Understanding. Individuals may assist the RCD by becoming cooperators, volunteering through NRCS' "Earth Team" and/or by becoming an **Associate Director**.

The Butte County Resource Conservation District may appoint **Associate Directors** subject to the following procedures and conditions:

1. **Application:** Any person 18 years or older may submit a written application with a statement of qualifications to the BCRCD Board of Directors. The BCRCD Board may also seek Associate Directors to perform specific tasks as needed. In order to qualify, the person must show a sincere interest in resource conservation and be willing to commit the time required to fulfill their assigned duties or tasks.
2. **Appointment:** Upon a super majority (4 votes or more), a Certificate of Appointment will be adopted and issued by the Board of Directors after review of the applicant's qualifications. The Associate Director shall serve at the discretion of the BCRCD Board. The Associate Directors positions shall be at large. Associate Directors can only become RCD Directors by appointment by the Butte County Board of Supervisors.
3. **Term of Office:** The appointment as Associate Director is for a period of two year. An Associate Director may resign at any time.
4. **Meeting Attendance:** Associate Directors are encouraged to participate in regular meetings to provide technical support and personal opinions regarding BCRCD programs, long-range plans and annual plans in connection with the goals and visions of the Butte County RCD. Associate Directors are **non-voting members** of the BCRCD Board. The Associate Director positions shall be completely voluntary with no compensation, and shall not have the right to vote nor function as an alternate.

5. **Duties:** The BCRCB Board of Directors approves duties or tasks to be accomplished by Associate Directors. Generally, Associate Directors may accomplish the same duties and tasks as full Directors, except voting. Specifically, the RCD's Long Range and Annual Workplans guide all Directors and Associate Directors actions and tasks. Associate Directors activities should complement and reinforce these work plans.
6. **Expenses:** Upon prior approval of the BCRCB Board Of Directors, an Associate Director may be reimbursed for specific items in connection with a specific program. At no time will there be a blanket approval for any expense.
7. **Conflict of Interest:** The Associate Director shall at all times, comply with the Conflict of Interest policies set forth in Division 9 of the California Public Resources Code.