LORD FAIRFAX SWCD SOIL & WATER CONSERVATION DISTRICT
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Strasburg, VA 22657
(540) 465-2424, Ext. 5
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MINUTES

The October 8, 2026, LFSWCD Board of Director's Meeting was held, in person, at the Strasburg Community Center, 726 East Queen Street, Strasburg, VA 22657.

Those attending were:

LFSWCD Directors
Joan Comanor
Mary Gessner
Justin Mackay-Smith
Randy Buckley
Cynthia Fairbanks
Kermit Gaither
Jenna Wiles
Paul Burkholder

LFSWCD Staff Members
Madison Coffey
Olivia Donachie
Sarah Fleming
Becky Leland
Nick Livesay
Ben Loyd
Allyson Ponn
Brett Ramer

Guests, Associate Directors, & Cooperating Agency Representatives in Attendance:
Stephanie Shillingburg
Debbie Cross, CDC/DCR
Brent Barriteau, NRCS

Absent Directors:
Emma Bricker
James Fagan
Mark Huddleston
Reid Hoak

Absent Staff:
Dana Gochenour

LFSWCD Board Chair Joan Comanor called the meeting to order at 10:00 am.

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MOTION: Move to enter into closed session in accordance with the Virginia Freedom of Information Act code section 2.2-3711(1) to discuss a personnel related proposal brought forth by the personnel committee. Motion made by Joan Comanor, seconded by Mary Gessner. Motion Passed. Voting Ballot is as follows. **Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

- The closed session began at 10:02am
- The Board of Directors meeting reconvened in open session at approximately 10:20am

MOTION: Pursuant to the Code of Virginia section 2.2-3712(D) to certify that only matters lawfully exempted and as identified in the motion by which the closed meeting was convened were discussed during the closed meeting. Motion made by Randy Buckley, seconded by Mary Gessner. Motion Passed. Voting Ballot is as follows. **Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

MOTION: Board approval of the Personnel Committee recommendations as presented in closed session. Motion made by Justin Mackay-Smith, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows. **Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

MOTION: Board approval of the September 10, 2026, Board of Director meeting minutes as presented in the Board Packet. Motion made by Mary Gessner, seconded by Paul Burkholder. Motion Passed. Voting Ballot is as follows. **Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

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Chairwoman's Report: **Joan Comanor**

- Reviewed written report.
- VASWCD Annual Conference discussion.
  - Board participation: James Fagan and Kermit Gaither will be attending. Jenna Wiles also expressed interest.
  - Multiple staff members will be attending for Training sessions and the VACDE Luncheon

Treasurer & Finance Report: **Stephanie Shillingburg**

- Stephanie reviewed the written report.
- Sarah submitted the 1st Qtr. Att E on 10/8 (Due 10/15) to Debbie.

MOTION: to Accept and file for audit the Treasurer's Report/Documents for September 2026 (as presented in the Board Packet). Motion made by Randy Buckley, seconded by Mary Gessner. Motion Passed. Voting Ballot is as follows. **Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Board Secretary/Administrative Manager: **Sarah Fleming**

- Reviewed written report.

Technical Staff Reports:

Supervising Conservation Specialist, Dana Gochenour:

- Not in attendance due to TAC meeting.

Senior Conservation Specialist, Nick Livesay:

- Reviewed written report.
- Noted this time of year is busy with participants pushing to get things done before winter weather hits.
- "Speed Dating" event at Blandy. Always a good outreach tool. However, only 2 of 12 confirmed participants came.

Conservation Specialist, Madison Coffey:

- Reviewed written report.
- Graduates Leadership Course in December.
- Attended Shenandoah County Farm Bureau dinner meeting with Dana.

Conservation Specialist, Ben Loyd

- Reviewed written report.
- Attended Frederick County Farm Bureau dinner meeting.

Conservation Specialist – Brett Ramer

- Reviewed written report.
- Highlighted participation with VA Chapter of SWCS

Conservation Specialist – Olivia Donachie

- Reviewed written report.
- Attended the Female Farmer Outreach event.

Program Support Specialist, Becky Leland:

- Reviewed written report.
- Working on gathering information to conduct a Rain Barrel Workshop.

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Education and Conservation Specialist, Allyson Ponn:

- Reviewed written report.
- JLARC findings discussion.

Committee Updates:

Conservation Technical - Mary Gessner

- It was noted that all Technical Staff have participated in Cover Crop Training which took place at Graves Mountain or by a session with Dana Gochenour, Conservation Programs Manager.
- Mary reviewed the CTC minutes for necessary motions.
  - Motions are as follows:

Motion to recommend the board approve all tax credits as presented for contract 13-26-0010										
CP-13-26-0007	13-26-0010	668755	Shenandoah/Extension of Watering Syster	SL-7					$	2,921.74
CP-13-26-0007	13-26-0010	666610	Shenandoah/Afforestation of Crop, Hay ar	FR-1					$	1,505.33
CP-13-26-0007	13-26-0010	735318	Shenandoah/Afforestation of Crop, Hay ar	FR-1					$	1,306.10

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve cost share for failure due to unknown cause (hay planting) contract 13-21-0022										
CP-Manual	13-21-0022	415132	Frederick	Long Term Vegetative Cover or	SL-1					$ 9,075.00
CP-Manual	13-21-0022	421798	Frederick	Long Term Vegetative Cover or	SL-1					$ 22,275.00

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve conservation plan and cost share for contract 13-27-0035											
CP-13-27-0017	13-27-0035	791764	Shenandoah	Stream Exclusion with Wide Wid	SL-6W	High	93	25.67	Y	$	143,450.63

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

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Motion to recommend the board approve conservation plan and cost share for contract 13-27-0028										
CP-13-23-0027	13-27-0028	781332	Shenandoah	Long Term Vegetative Cover or	SL-1	High	78	28.90	N	$ 4,392.50
CP-13-23-0027	13-27-0028	781286	Shenandoah	Long Term Vegetative Cover or	SL-1	High	73	29.09	N	$ 6,807.50

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board send contract 13-27-0030 to the DCR Variance Committee for review										
CP-NRCS	13-27-0030	784620	Shenandoah	Stream Exclusion with Wide Wid	SL-6W	Medium	129	12.64	Y	$ 103,020.40
CP-NRCS	13-27-0030	784505	Shenandoah	Seasonal Feeding Facility with A	WP-4SF	Medium	128	29.75	Y	$ 298,274.68

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve cost share for contract 13-27-0021										
N/A	13-27-0021	771190	Shenandoah	Stream Exclusion with Wide Wid	CCI-SL-6W	Medium	128	29.00	N	$ 13,405.00

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

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Motion to recommend the board approve conservation plan and cost share for contract 13-27-0033										
CP-13-25-0006	13-27-0033	790469	Clarke	Extension of Watering Systems	SL-7	Medium	126	28.39	N	$ 19,624.00
CP-13-25-0006	13-27-0033	789539	Clarke	Stream Exclusion with Wide Wid	SL-6W	Medium	114	12.43	Y	$ 127,182.00

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve cost share for contract 13-27-0025										
N/A	13-27-0025	779988	Shenandoah	Animal Waste Control Facilities	CCI-WP-4	Medium	116	41.50	N	$ 10,825.00
N/A	13-27-0025	779994	Shenandoah	Animal Waste Control Facilities	CCI-WP-4	Medium	108	41.50	N	$ 6,560.00
N/A	13-27-0025	779995	Shenandoah	Composter Facilities - Maintena	CCI-WP-4C	Medium	104	37.42	N	$ 1,000.00
N/A	13-27-0025	781075	Shenandoah	Animal Waste Control Facilities	CCI-WP-4	Medium	104	41.50	N	$ 8,348.00

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board send contract 13-27-0027 to DCR Variance Committee for review										
CP-13-25-0056	**13-27-0027**	781064	Shenandoah	Seasonal Feeding Facility with A	WP-4SF	Medium	101	23.61	Y	$ 311,256.00
CP-13-25-0056	**13-27-0027**	781235	Shenandoah	Riparian Forested Buffer	FR-3	Medium	93	6.13	Y	$ 62,418.75

Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

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Motion to recommend the board send contract 13-27-0031 and 13-27-0032 to DCR Variance Committee for review										
CP-NRCS	**13-27-0031**	787044	Clarke	Animal waste control facility	WP-4	Low	145	21.62	Y	$ 743,143.50
N/A	**13-27-0032**	787087	Clarke	Harvestable Cover Crop	SL-8H	Low	92	40.88	N	$ 2,436.00
N/A	**13-27-0032**	787169	Clarke	Harvestable Cover Crop	SL-8H	Low	92	40.88	N	$ 7,393.00

Motion made by Mary Gessner, seconded by Kermit Gaither. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve conservation plan and cost share for contract 13-27-0005										
CP-NRCS	**13-27-0005**	793047	Shenandoah	Loafing Lot Management Syster	WP-4LL	Low	111	24.41	Y	$ 111,945.76
CP-NRCS	**13-27-0005**	793049	Shenandoah	Animal waste control facility for (	WP-4LC	Low	125	31.45	Y	$ 38,760.96

Motion made by Mary Gessner, seconded by Kermit Gaither. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve conservation plan and cost share for contract 13-27-0034										
CP-13-24-0018	**13-27-0034**	789540	Warren	Prescribed Grazing Land Manag	SL-10	Low	118	36.22	N	$ 22,500.00

Motion made by Mary Gessner, seconded by Justin Mackay-Smith. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

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Motion to recommend the board approve conservation plan and cost share for contract 13-27-0029											
CP-13-27-0016	**13-27-0029**	788233	Clarke	Stream Exclusion with Wide Wid	SL-6W	Low	95	20.88	Y	$	129,708.50

Motion made by Mary Gessner, seconded by Justin Mackay-Smith. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve conservation plan and cost share for contract 13-27-0026											
CP-13-27-0015	**13-27-0026**	780769	Frederick	Extension of Watering Systems	SL-7	Low	91	38.09	N	$	10,841.60
CP-13-27-0015	**13-27-0026**	780724	Frederick	Stream Exclusion with Wide Wid	SL-6W	Low	84	22.31	Y	$	179,834.00

Motion made by Mary Gessner, seconded by Justin Mackay-Smith. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion to recommend the board approve cost share increase for contract 13-26-0010										
	13-26-0010	735318	Shenandoah	Afforestation of Crop, Hay a	FR-1	High	109	31.01	N	$ 10,517.57

Motion made by Mary Gessner, seconded by Justin Mackay-Smith. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	***Yes***	***No***	***Abstain***		***Name***	***Yes***	***No***	***Abstain***
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

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Motion to recommend the board approve utilizing non-cost share miscellaneous funds on a case-by-case basis up to $20,000 to pilot the use of Electrical Resistivity technology in our district for PY 27

Motion made by Mary Gessner, seconded by Kermit Gaither. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion: the Board delegates authority to CTC Chair for the approval of contract: 13-26-0117, instance: 737936, SL-6W to utilize non-cost share miscellaneous funds for the use of Electrical Resistivity technology. Motion made by Randy Buckley, seconded by Kermit Gaither. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Motion: to recommend the Board approve the remainder of the CTC minutes as presented. Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Dam Safety & Conservation Easements - Jim Fagan

- In Jim's absence Joan and Dana presented information on a request to a shared easement.

Motion: the Board approves the request to expand an existing drain field to support an addition to the residence at 2497 Moose Road, Woodstock, VA 22664. Motion made by Justin Mackay-Smith, seconded by Jenna Wiles. Motion Passed. Voting Ballot is as follows.

**Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

Education & Information – Joan Comanor

- Allyson gave an Envirothon update
  - The Area 1 2027 Envirothon will be held at Grand Caverns.
  - We will host the 2028 Regional with Shenandoah Valley SWCD
  - LFSWCD 2027 Envirothon will be held at Sherando Park.
- The Annual Awards Luncheon will take place November 12, 2026, at The Barns at Rose Hill.
  - Board meeting @ 10:00am
  - Awards Luncheon @ 12:00pm

Legislative – Paul Burkholder

- No new items.

Personnel – Joan Comanor

- The Personnel Committee items were previously addressed during and after closed session.

Operations – Justin Mackay-Smith

- No new items.

Local Agency Updates:

Northern Shenandoah Valley Regional Commission – Mary Gessner

- Nothing to add to written report.

Shenandoah County Water Resources Advisory Committee – Joan Comanor

- Next meeting is October 21st.
- DATA Center discussion.

Shenandoah Pure Water Forum – Olivia Donachie

- No new items.

Cooperating Agency Reports:

Natural Resources Conservation Service*:* Brent Barriteau

- Gave an update on NRCS happenings.

Virginia Department of Conservation & Recreation*:* Debbie Cross

- Reviewed her written report highlighting due dates and other necessary items.
- ASA update has been completed.
- Att E 1st qtr. Has been received.
- Thanks to LFSWCD staff on completing EOL verifications.

Virginia Cooperative Extension: Cynthia Fairbanks

- Gave an update of VCE happenings.

Virginia Department of Forestry: Matt Wolanski

- Not in attendance.

Chesapeake Bay Foundation*:* Matt Kowalski

- Not in attendance.

Department of Environmental Quality*:* Sara Jordan

- Not in attendance.

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Other: n/a

Adjournment:

MOTION: to adjourn the Board of Directors meeting. Motion made by Paul Burkholder, seconded by Mary Gessner. Motion Passed. Voting Ballot is as follows. **Emma Bricker, James Fagan, Mark Huddleston and, Reid Hoak were absent at the time of vote.*

Name	*Yes*	*No*	*Abstain*		*Name*	*Yes*	*No*	*Abstain*
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
*James Fagan					Paul Burkholder	X		
*Emma Bricker					*Reid Hoak			
*Mark Huddleston					Kermit Gaither	X		
Cynthia Fairbanks	X				Jenna Wiles	X		

The meeting adjourned at approximately 11:50am.

Respectfully submitted,

Sarah Fleming

Board Secretary

Approved by the Board through motion on: November 12, 2026.