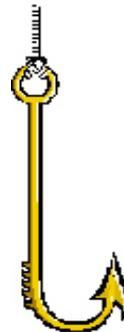


Leadership Retreat Training Session Descriptions

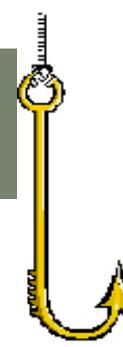
- **RC&D Web Page Design** - The Center for Adult Learning, U of M, Crookston will offer a training session that covers the creation and maintenance of RC&D websites.
- **Diversity, Outreach & Civil Rights Activity** - Phoukham (Pooh) Vongkhamdy, NRCS Outreach Coordinator & Dave Wise (invited) will cover the advantages of having a diverse organization.
- **GRC&D Organizational Audit** - Marjorie Fabre, Chair, Giziibii RC&D will review the organizational assessment that the NW Minnesota Foundation provided through their Organizational Excellence training program.
- **RC&D 101** - Prairie Country RC&D Coordinator, Randy Nelson, will cover the basics of the Resource Conservation & Development program. This session will be of special interest to new council members.
- **Financial Agreements** - Steve Muyskens, NRCS Contract Specialist, will provide this training. It will cover indirect/direct costs associated with grants and contracting.
- **Policy Development** - i.e. Conflict of Interest & Travel. John Schmidt, RC&D Coordinator, Pembina Trail RC&D, will facilitate the training on the necessity and the procedures for developing policies.
- **Strategic Plan** - Colleen Oestreich, RC&D Coordinator from Giziibii RC&D and Amy Stratton, RC&D Coordinator from Three Rivers RC&D will facilitate a strategic planning session for the Minnesota Association of RC&D to develop a new long term strategic plan.
- **Marketing Your RC&D** - The Resource Center will offer a session on methods and ideas to improve marketing of your RC&D.
- **Advanced MicroSoft Word** - The Center for Adult Learning, U of M, Crookston will conduct this session on advanced MS Word including a question and answer session.
- **Staff Briefing** with John Beckwith, RC&D Program Manager, NRCS, Minnesota
- **Ethics** - Jim Ayres, Assistant State Conservationist for Field Operations will host this training session on USDA/NRCS ethics rules and regulations.
- **Nonprofit Management** - The Resource Center will host this training session that will cover board issues and short & long term planning strategies.
- **Legal Responsibilities & Insurance** - The Resource Center will offer a session on board legal responsibilities and information on insurance coverage for nonprofits.
- **Fiscal Financial Responsibility** - The Resource Center will train on Internal Controls, Basic Financial Statements and how boards can use these to improve their organization.



Giziibii RC&D
3217 Bemidji Ave N, Suite 4
Bemidji, MN 56601-4300

218-751-1942, ext. 5

Get Hooked on RC&D



Join Us

for the

MARC&D

Summer Meeting

and

Leadership Retreat

at the

**Shooting Star Casino and
Convention Center
in Mahnomen, MN**

on

September 14-16, 2004

★ ★ ★ ★ ★

The Minnesota Association of RC&D is planning a tremendous group of training sessions to coincide with their annual summer meeting in September.

Please join us for this three day extravaganza of learning and fun.

**Mahnomen is located on
Highway 59 about 35
miles north of Detroit
Lakes.**

Schedule of Events

Agenda

Tuesday, September 14, 2004

8:00 - 2:00 Registration
 8:00 - 2:00 Silent Auction Set-up
 9:00 Welcome Ceremonies
 10:15-12:15 Training Sessions
 12:15 Luncheon
 1:15 - 2:15 Training Sessions
 2:15 - 6:00 Tour
 6:00 Picnic

Wednesday, September 15, 2004

7:30 - 2:00 Registration
 8:00 - 12:15 Training Sessions
 12:15 Luncheon
 1:15 - 4:30 Training Sessions
 6:00 Awards Banquet

Thursday, September 16, 2004

7:30 - 9:00 Registration
 8:00 - 12:15 MARC&D
 Business Meeting
 10:00 Silent Auction Ends
 12:15 Luncheon

Tour Description

View Waubun Fire Truck - Giziibii RC&D wrote the \$117,216 FEMA grant that was used to purchase a new pumper truck for the Waubun Fire Department.

Dry Hydrant (Drive-by) - The City of Mahnommen installed this dry hydrant with funding from NRCS after a broken water main caused problems for the fire department's ready access to a water supply.

Center of Human Environment - is an assisted living facility housing adults unable to care for themselves. This Giziibii RC&D project was a capital funding campaign to build a new facility that won both the MARC&D and the North Central RC&D Outstanding Project awards.

Mississippi Headwaters - This is the beginning of the famous Mississippi River, located in Itasca State Park.

Picnic Dinner - Fish and Fry-bread.

Oshki Bawaajigan Dance Troupe - This group of young Native American Dancers received a grant from the North Country Regional Hospital Foundation to fund equipment and travel so that they could compete in dance competitions. Giziibii RC&D council member Pam May, wrote the grant application and GRC&D is fiscal agent for the project.

Training Provided By:

The Center for Adult Learning, U of M, Crookston: UMC's Center for Adult Learning provides high-quality educational services for nontraditional students and community organizations.

The Resource Center, Fargo, ND: The Resource Center is a division of the North Dakota Community Foundation operating since 1998 and managed by Cher Hersrud. Hersrud has worked extensively in nonprofit management and has several years of experience.

She has worked with North Dakota RC&D organizations in areas of planning and board training.

The USDA Natural Resources Conservation Service (NRCS): Several NRCS employees will share their area of expertise with attendees.



Capacity building sessions provided with funding from the Natural Resources Conservation Service.

MARC&D and NRCS are equal opportunity providers and employers.

Registration Form

(Please print clearly)

Vegetarian Meals

Name: _____

Address: _____

City, St, Zip: _____

Phone: _____

Please bring nonperishable food items to the conference. These items will be donated to the local food shelf.



Costs (Registrations must be mailed by Sept. 3, 2004):

	Registration		Spouse Registration		Total Amount
	Includes Meals	Early	After 8/27	Early	
Entire Conference		\$175.00	\$200.00	\$100.00	\$125.00
or					
Tuesday		\$ 75.00	\$ 85.00	\$ 40.00	\$ 50.00
Wednesday (includes banquet)		\$100.00	\$110.00	\$ 60.00	\$ 70.00
Thursday		\$ 25.00	\$ 30.00	\$ 20.00	\$ 25.00
Awards Banquet		\$ 30.00	\$ 40.00	\$ 25.00	\$ 30.00

Total Amount Enclosed (Does not include lodging - See information below) _____

MAKE REGISTRATION CHECK PAYABLE TO MARC&D and Mail to:

Giziibii RC&D
3217 Bemidji Ave. N, Suite 4
Bemidji, MN 56601

Questions, call 218-751-1942, x 5

A block of rooms has been reserved at the Shooting Star Casino under Giziibii RC&D. Rates are 2 Qn. - \$50.00/night & King - \$65.00/night. **To Reserve a Room, Please call the Shooting Star Casino at 800-453-7827** by September 3, 2004.

Circle the Training Sessions you would like to attend (one choice per session). Attendees requesting Web Page Design must sign up for Sessions 1-4. Sessions will be filled on a first come/first served basis.

	Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
Tuesday	RC&D Web Page Design (limit 20)	RC&D Web Page Design - Continued	RC&D Web Page Design - Continued					
	Diversity / GRC&D Organizational Assessment	RC&D 101	Financial Agreements					
	Policy Development	Strategic Plan	Strategic Plan - Continued					
Wednesday	RC&D Web Page Design - Continued	Advanced MS Word (limit 20)	Marketing Your RC&D	Staff Briefing	Ethics			
	Nonprofit Management	Fiscal Responsibility	Legal Responsibilities & Insurance	Fund-raising	RC&D Forester			

Cut Here