



Minutes

Luckiamute Watershed Council

December 14, 2017, 7 p.m. - 9 p.m.

Volunteer Hall, 144 S. Warren St., Monmouth, OR 97361

Introductions:

7:00-7:05 Call to order **7:02pm** *Gail Oberst, President*
Introductions – Guests and Council Members: **Sarah Karr; Pat Melendy, Gail Oberst, Dave Ehlers, Dan & Kathy Farnworth, Sharon Safina, Mark Hazelton, David Hibbs, Executive Director Kristen Larson** also present
Minutes – **Proposed Action:** Approve Nov. 9, 2017 Minutes (*Attachment A*) -
Approved
Time and attendance sheets – passed around

7:05 – 7:10 LWC Committee and Members reports; public comments *All present*
No public comment
No added committee meeting notes

2017 Reflections

7:10 – 7:20 Please share something that excited you about the LWC in 2017 *LWC Board*

Please share something – a fun memory, a great project, successful fundraising moment, an interesting conversation, something you learned – that made you happy or inspired to be involved with the LWC. This is meant to be brief, ~1 minute or so to share, reflect, and celebrate.

Mark lives on river sees plantings: Thursday walked out & saw fir trees now twice his height, beautiful, successful planting. Liked auction, social activity, fun.

Gail – had so much fun at fundraiser, a hoot, hope we can do again, looking out on noisy happy crowd

Sarah has prop off Airlie Rd behind Hamilton's, Dave came & talked to them, sounded like LWC was something they'd be interested in. The birdwalks were wonderful, lovely exposure & intro to watershed

Dave H retired plant ecology from OSU, interested in the changes over time as well as what is there now – Luckiamute an example of how much we've changed the environment over the last 200 years

Dave E & wife Sarah went on Price Creek tour with group from Mexico, language frustrating, we are not alone in the struggle to improve things and the problem is everywhere (mostly from Sarah), son changed major a year ago wants to do restoration

Sharon not a good year to participate but was at fundraiser & good because we need the money, have struggled with how to get more than \$50. Good turnout, smiles, gallery & displays for LWC, should do again

Patrick landowner in Independence, been digging in the last couple weeks, learning what LWC is doing. When young loved to drive old logging roads – saw then the beginning of impact of forest practices in watershed; reflect on then and now is extremely interesting, expect to impact more areas, exciting material

Kathy likes going out to LSNA

Dan liked throwing Xmas trees into the creek

Kristen met & exceeded fundraising goal when closed out the year, so happy & grateful with shift in culture (board to support and be active in fundraising), hearing from her peers of their struggle with this

Business:

7:20 – 7:45 Executive Committee Report

Gail, President

Board Member Resignation – *Acknowledge resignation; sign thank you card; recruitment*

Kristen: **Kelly Gordon** emailed and resigned from the Board and from the PRC after the last meeting; the Agriculture spot on the Board is now open. Participated many years and brought an important voice. Dan did an exit interview, can follow up with him if interested. Reaching out for a replacement for Ag & Timber representatives (30%, 50% of LWC lands, respectively, a gap not to have the areas represented). Tom Finnegan retired 2 years ago, actively farming on Little Luckiamute, Kristen reaching out to him, let her know if you are reaching out to someone. Now at 7 Board Members, target goal of 10, haven't reached in her 5 years, 7 is small with 5 committees and all there is to do. Dan – also want geographic diversity.

2018 Officer Nominations – *nominations, election in January*

Kathy nominates for President - Pat Melendy

Gail nominates for Secretary - Kathy Farnworth

Mark nominates for Treasurer - Dan Farnworth

Kristen explains - All positions open every year, have elections every January

Gail will become Immediate Past President, & run the meeting if President is not here

LWC as Interested Party for Cities / Counties and Land Use – *Discussion*

Gail explains she saw City of Independence selling a big tract of ag land in the industrial development area and now planning to develop with apartments and annexing into the city (old Young farm at the S curve, says Pat). City already talking with developer. Contacted Shawn, Economic Development Director; opportunity for us to be involved, requested LWC be informed. Discussed what info wanted and what to do with it. Gail wants to know (1) should she have said anything (2) do we want to be alerted when entities in the watershed want to develop? (3) should it go to Kristen?

Kristen – the City quickly responded please include the LWC – Kristen wondered should we also be doing this with Dallas & Monmouth & Falls City, and are we being informed or taking action or what?

Dave E asks if this is within our area –

Gail responds she was aiming at them paying us to help them with projects on the water.

Pat - they plan to widen the ditch, turn it into a stream, know how the runoff has increased with the development already there and how it impacts the immediate rise in the creek. We could make contact and give a recommendation for their consideration – is this widening going to make a stream in the field or are they going to add plantings to reduce the flow – there will be real impact if they develop that section of land – the stream overwhelms the ditch now in heavy rain. Pat - he suggested porous cement for parking when they put in the apartments went in across from them – they didn't, but maybe next time. Talked to the engineer about what was going into the stream, that juvenile chinook had been identified, fingerlings are there in large quantities and washed out – engineer said they had to see the fish to take them into consideration, but education can help here in the future.

Dan – took out trees running down to the creek to put in a road, change the runoff, question are we big enough to look at this and contact everyone, seems like a big job.

Gail says she has all the contact info, not a problem, getting info not a problem, question what to do with it.

Kristen – Friends of Polk Co monitor land use decisions in Polk Co (in the county, maybe not in the cities) may be a slightly different perspective but they are active.

Dan - worried about overloading our organization. Kristen – most of Dallas not in our service area, just the southern part.

Mark happy to have info go to Kristen & developers may be interested in our help. Getting info & offering help good, don't get political without the Board though.

Kristen sees us as a technical resource available for watershed related items.

Kristen concludes – on Independence list, will get on Monmouth & Dallas, see what we get, bring anything to us that needs to, can offer to be a resource. All agree.

Gail says she & Kristen will take up with Executive Committee the question of who speaks for the Council and how, given Gail's unilateral action on this with the City of Independence, and whether she would be speaking for herself or for the Council.

7:45 – 8:05 Treasurer and Finance Committee

Dan, Treasurer

October Monthly Report – (*Attachments B & C*) Dan reviews the information provided in the attachments, particularly the financial position, activity, status and remarks, including noting that the ratios may not be helpful, bounce around too much.

Draft Revised Fiscal Policies – *For review (Attachments D & E)* **Tabled to be brought back **Discussion:****

Dan – revised to update as 501c3 instead of having a fiscal sponsor, Kristen & Gail Arkley made the revisions which have been discussed in the Finance Committee, she is knowledgeable, defer to her.

Kristen – reviews attached information. Notes many policies, encourage everyone to review, only 2 refer to fiscal sponsorship so those are up for review, also cleaning up language to refer to Executive Director. Note for the current adopted policies that David Atkin, lawyer from Center for Nonprofit Law, has reviewed and approved. Spent several months on best process, that's why this is a while after the transition (to 501c3 status). Crosschecking critical and have an approach described and are using it. Question whether an annual review is necessary and should be in the policy; not a legal requirement unless \$500k in federal funds, without that every 5 years is seems reasonable. (Haven't been doing anyway because system changed every year.) Dan as Treasurer with limited access to move money between accounts in Kristen's absence. Add a Credit card for Suzanne to use; increase limit on current credit card from \$1000 to \$2000.

Dan – Finance Committee goes through all accounts and verifies statements every month.

Kristen receives an email from the bank every time there's a withdrawal over \$1000 – her threshold for Large Actions.

Mark thinks we should be reviewing the controls to make sure they are sufficient and protect the participants.

Kristen has been interviewing for and has decided to go with Brad Tharp for a contracted Bookkeeper, will be meeting with Judy Beebe (current Bookkeeper) to take turnover.

Mark suggests a third person for balancing accounts. Dan agrees desirable, finding people to help – finally got some people on the Finance Committee and they are not even on the Board.

This will be tabled and brought back, possibly February.

Mark also wants to look at who approves Payroll and how it is documented, can be a weak spot. It is handled outside, Kristen does not do. Dan approves Kristen's timesheet. Mark says he can help.

8:05 – 8:15 Fundraising Update

Kristen and Dave

Progress update, donor discussions – Update

Kristen reviews current status, within progress charts.

Fundraising Committee meeting scheduled for last week was cancelled.

Question where to credit donations when received (against the planned goals).

No matching from Bill & Melinda Gates Foundation for Giving Tuesday, which was a disappointing surprise.

Expect revenue in the first half of the year, so want to see donations ahead of percent of year gone.

Recognize Dave E for his successful activity in fundraising. He notes tree-farmers are a special kind of people, like trees. The only way we will get money is to ask for it. Talked to a dairy farmer too, and set up a meeting with Dave H & Sarah (present tonight) – they were Tree Farmers of the Year this year, saw their tour, saw their commitment. Live in Corvallis, another watershed, but own their investment in our watershed. Asked them to comment about effectiveness of his approach, and what made them decide to give. Sarah – didn't know why he wanted to talk, casual, met at their property, fun, shared his enthusiasm for the organization & what we wanted to accomplish, brought the literature which was very helpful to learn what we are doing and found out we are doing stuff they would love to support and learn more about and be part of. An opportunity to get to know this region better, too. Dave H – Question how to get people like them to do this year after year? What might motivate him – more familiarity than he has now, better sense of the value to him, challenge is they live a long way away, live in Marys River Watershed and have more interaction with that Council – how to feel some participation and ownership. He chairs the Advisory Board for the Corvallis Watershed. Picked up tonight the comment about the Xmas trees (to put into the river) – likes the idea of putting in screens and jumpstart (Dan – only lasts a year) – but gets a start. Can a school group get involved? Get kids out of the towns and into the creek and interacting and seeing.

8:15 – 8:55 Executive Director Report

Kristen

Logo Update Options – Attachment F

Kristen passes out Options 1, 2 pictures.

Kathy mentions that having the name on a straight line so people can read it is huge for having people able to read and identify the organization, from my experience with another organization I belong to. (Option 2)

Pat agrees, Dave E would like to see water under the fish, Dan looked and said Option 2 as soon as he saw it, Mark likes Option 2 with the Option 1 bottom. Dave H wants to make a comment although may be too late in the process - his question is What are the arcs over the tree, is that a rainbow?

Kristen & Suzanne will work with this – Suzanne liked Option 2 a lot too.

2018-2019 Meyer Memorial Trust Capacity Funding – Discussion (Attachment G)

Kristen reviews the information in the Attachment - Funding provided to support the area we felt most important for the transition away from Model Watershed funding. 2 years done, used for funding planning, have to propose how to use the third and final amount. Discussed in Executive Committee. Have funding for Strategic Plan, could use for Business Plan? Have to present to Meyer in February for their fiscal year April – March. Can revisit in January.

Survey and Strategic Planning Process Timeline & Update (Attachment H)

Kristen reviews attachment. Got both the grants. Begin the timeline!

Before finalize and launch survey Shawn Morford would like to meet with the Board, Jan 17 or 18 (she can't come to the Board meeting) are the only dates in Jan – Jan 17 looks best, 2 hours, 4-6pm and will feed us.

Center for Nonprofit Stewardship Nonprofit Training (Feb. 3) – Discussion. Interest?

<https://www.nonprofitsteward.org/workshops/>

Dave E and Dan recommend this. Kristen will go. Board member will be paid for, multiple programs, can choose.

Partnership with Polk SWCD, Groundwater Outreach and Education Program

Kristen will send out the tasks we are doing, Polk SWCD got a grant and we are a partner, being paid to support: \$5300 over 2-1/2 years, Kristen signed the contract as the amount did not meet the threshold for double signing.

8:55 – 9:00 **New Business**

All present

No new business.

Question of location for the Jan. 4 PRC meeting. Kristen will select a space and notify soon.

Meeting adjourned at 9:01pm.