



LWC Board Meeting Minutes
November 21, 2019, 6:30pm – 8:30pm
Central School District 13J Office
750 S. 5th St. Independence, OR 97351

6:30 Call to order

Pat Melendy, President

Introductions

Board Members: Patrick Melendy, Karin Stutzman, Wendy Hudson, Dave Ehlers

Staff: Kristen Larson

Guests: Sharon Safina, George Grosch

Action: Oct. 8, 2019 minutes approved as presented. Approved by consensus.

Public Comments

All Present

Karin Stutzman stated that Dale Deroin came into the SWCD and mentioned he might want to talk with the LWC regarding next steps for the Rickreall Watershed Council (RWC). Discussion. RWC and Glen Gibson WC (GGWC) went through a process with OWEB Collaboration Grant funding and GGWC did not want to merge. RWC interested in continuing to function and are still meeting – currently without staff and without OWEB council capacity funding. LWC is open to hear what they have to say. Concerns about capacity to engage in significant discussion and process around potential merger. There are OWEB grants for this type of work and post-merger, but will take up a lot of time.

Mission Moment

Pat helped Caleb (Monitoring Coordinator) in the field on day to retrieve temperature loggers. Had a great time and was great to get out into the watershed and spend a day with staff. Recommendation of walkie talkies for field staff / volunteers. Will put on the LWC wish list.

Kristen let the Board know that reps from the Willamette Habitat Fund reached out to the LWC to encourage us to request funding to support Love Your Watershed programming. Are impressed with the programs and work of LYW events to get the public engaged in restoration and conservation and actually putting things into practice on the ground. Good work EnO Committee!

Questions / Comments on Committee Minutes / Activities – None.

Executive Committee

Pat, President

Board Renewal and Election

Proposed Action: Renew Mark Hazelton's position on the Board for another 3 year term? Mark declined to renew his term due to extensive travel for his work. No action taken. Thank you to Mark for his service to the LWC Board! Kristen will organize a card and gift.

Action: Elected George Grosch to the Board for a three-year term. Approved by consensus. George had previously attended a board meeting and had an orientation meeting with Kristen per bylaws. Welcome back to the Board, George! Thank you!

Board and committee recruitment next steps – everyone took a person to call from a list that Kristen had created, and from suggestions by the group. Board Recruitment Talking points handout given to board members to use. Kristen will distribute information to each board member for their respective contact(s).

Preparing for Officer Elections in January – Kristen just checking in, is everyone still on board?? Everyone in the room who is currently an officer would like to continue on in their position. George G. is willing to be the treasurer.

Revisiting Board Meeting Time - Discussion. Settled on 6 p.m. for winter meetings (Nov. – Feb.), 6:30 p.m. for summer meetings (March – October).

Fundraising Committee (FRC)

Wendy, Fundraising Committee Chair

End-of-Year (EOY) Campaign Planning, 2020

Wendy discussed sending out donation letters for end of year donations, they will go out. The board decided to call people who haven't renewed and to write thank you notes to those who have. Kristen will bring lists for people to choose about 5 contacts at the Jan. 9, 2020 meeting.

Event updates: October at Crush Wine Bar – Thank you to major donors took place. Reminder that in 2020 it will be the year of 1 million native trees planted, this will be the theme for 2020. There will be a March appreciation event, May – fund raising @ McMenamins, June Major donor event, and Sept 12, 2020 celebration event for 1M trees. Talk of auctioning off the millionth tree at the event.

Treasurer and Finance Committee

Kristen, Executive Director

September 2019 Monthly Report – Kristen reviewed the financials for September.

Update LWC Budgeting Policy

Action: *Approved revised Budgeting Policy, effective January 1, 2020, go to calendar year as fiscal year. Approved by consensus.*

Approve spending per current budget through January 9, 2020 meeting

Action: *Authorized a continuing resolution for ED to continue spending money prior to the approval of the new fiscal year budget at the January 9, 2020 meeting, with direction for the ED to request approval from the board if an unusual or large expense is contemplated. Approved by consensus.*

Executive Director Update

Kristen

ED provided updates to her workload and upcoming grant proposals.

Mid-Valley River Connections Updated MOU and Bylaws

LWC Board previously approved MOU; this is first time seeing the bylaws. Some other groups have approved, some yet to approve. Some revisions to MOU based on review from MRWC volunteers. More revisions likely with other groups still reviewing and approving. If Board approves, recognize that documents may have future minor changes. If anything changes substantially, Kristen will bring back again for updated approval.

Action: Approved revised MVRC MOU and bylaws with edits provided by Wendy. Approved by consensus.

OWEB Self-Assessment Process, Timeline, Update

Tabled until later, we have until June 2021 to complete this.

Reviewed calendar, upcoming events.

Mid-January Karin agreed to set up a meal train for the board to provide meals to help ED get through a busy personal time.

8:15 pm - The Board entered executive session to discuss a real estate transaction and review of personnel.

Executive Committee, Part 2

Pat, President

Offer of Donated Property, updates

Executive Director Annual Review

8:30 pm – Exit Executive Session

Offer of donated property – No action taken.

Executive Director Annual Review – **Action:** Approved a 5% raise for the Executive Director. Approved by consensus. Raise will go into effect on next paycheck.

No new Business

All Present

8:30 Adjourn

Projects

<i>Application Pending</i>	<i>Design & Permits</i>	<i>Implementation</i>	<i>Maintenance & Monitoring</i>	<i>Notes</i>
BLM Assistance Agreements Requests: Knotweed control and eDNA for Pacific Lamprey ¹	Expand the Benefit Site 2 (Little Luckiamute) Riparian Reveg	REVEG: LSNA Phase III, Expand the Benefit Site 1 (Luckiamute), MMT MW “LP3” Reveg & Fencing, Maxfield Creek Reveg	REVEG: LSNA Phases I & II; Model Watershed Upper Luckiamute Phases I & II; Fencing/Reveg; Ash Creek	1 – eDNA for P. Lamprey – accepted; Knotweed - accepted
	LSNA Floodplain Reconnection and Revegetation and Phase 5 Reveg	IN-STREAM: S. Fork Pedee Enhancement; Upper Ritner Creek Splash Dam Recovery Project;	OWEB - Knotweed Control Expansion	
Monmouth-Independence Rotary (AC materials & supplies) ²		Love Your Watershed Series (EnO committee)	OWEB TA - NetMap Modelling and Field Surveys & MW Culvert Assessment	2 – Funded

OCF – Community Grant for Development Manager ³ Spirit Mountain LOI – For Development Manager ⁴	LP3 Fencing / Reveg		<u>MW – Instream Projects:</u> Maxfield Creek Phase II, Side Channel, Bridge Piers Modification; Upper Price Creek, Wolf Creek	3 – Not awarded 4 – Not invited for full proposal
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Next Meetings/Upcoming Events

- December 3 – Giving Tuesday!
- December 3 – Fundraising Committee (FRC) meeting, LWC office, 3-5pm
- December 5 – Project Review Committee (PRC) meeting, Monmouth Public Library, 5:30 – 7:30pm
- December 13 – MRWC – GLT - BSWCD open house, MRWC / GLT offices in Corvallis, 3-5pm
- December 16 - Executive Committee meeting, LWC office, 3-5pm
- December 17 - Finance Committee meeting, LWC office, 6-7:30pm*
- **January 9, 2020 – LWC Monthly Meeting, Volunteer Hall, 6:30- 8:30pm**
- January 14 – EnO Committee meeting, PSWCD office, 9-10:30am
- *January 22 – Worm Bin Composting Sips ‘n’ Science, Pressed (Dallas), 6:30pm*
- *January 25 – Drinking Water Forum, Monmouth Senior Center, 1-3pm*

**Meeting may be delayed until 6:30pm start time as needed to accommodate work schedules*