

LUCKIAMUTE WATERSHED COUNCIL MINUTES

Sept. 8, 2011

7 p.m. – General Council Meeting, Monmouth Volunteer Hall

CALL TO ORDER

Vice Chair Ron Nestlerode called the meeting to order. Suzanne Moellendorf arrived after 5 minutes. Attending were John Westall, Kelly Gordon, Phil Larsen, Hollis Fishelson-Holstine, Gail Oberst, Ron Nestlerode, Jenniffer Baake, Michael Cairns, Scott Short, Mari Anne Gest, Denise Seith.

Announcements: Michael invited the council to Cascade Pacific RCD's annual meeting which will be in Polk County at Chateau Rogue. The council is invited to take part in the tour of the LSNA with Peter, Oct. 20. Tour around 3:30 p.m., dinner at the brewery to follow. The event will include Pam Wiley, speaking from MMT about the Willamette program and how LSNA fits into it.

Minutes – ACTION: Kelly moves, Hollis seconds approval of the minutes with changes, as suggested. APPROVED

Recommendation of Mari Anne Gest for council coordinator position

Discussion of strengths, abilities. Suzanne talks about her interview and background, reference checks. ACTION: Gail moves to accept the recommendation of the selection committee and that Suzanne be appointed to be the contract officer for the council, Jenniffer seconds. APPROVED. Kelly ABSTAINS.

Steering Committee report – see proposal handout

Proposal includes mission statement, membership and work of PRC. As proposed, Suzanne would call a meeting, ask for interested council participants, identify chair, Peter's needs, etc. Suzanne asks for interested participants to e-mail or raise hands. Volunteers include Kelly, Phil, maybe Shawn Irvine, John and Ron.

Small grants Committee – Kelly attended most recent meeting.

Budget and Treasurer report – Hollis reports

LWC is still under budget in all grants due to lack of contractors. Rent and water bills are in, funds will be requested, and should be in within a week. Final accounting from PSWCD is in. The funds from Mid Willamette has been allocated thus: 1400 allocated to surveys, 500 to Writing our Watershed, \$119 David Anderson, \$629 will be used to begin a discretionary fund – local match. The council discusses an audit, especially of PSWCD funds from MMT. Peter's contract has been completed and final signatures gathered. Pay based on deliverables.

LSNA Funds have been allocated: \$124,600 for two years, and have spent about \$25,000 of it so far. Some funds for outreach shifted to supplies. Asking for \$21,000 more than the \$124,600. Discussion about when to approve a new budget.

Database project, approved \$7,000 but only costs \$2,000. Some of this fund can be used to manage our website.

ACTION: The chair appoints John and Kelly to an Audit Committee for the 2010-2011 fiscal year, July 1-June 30, 2011.

ACTION: A motion is made and seconded to move the \$629 to a unencumbered funds, **PASSES.**

Project reports – see the reports from Peter. Discussion about funding for the coordinator’s work associated with projects. Tabled.

Mari Anne Gest is introduced – The council members introduce themselves. Mari Anne has worked as a lobbyist, environmental and business organizations, energy coalitions, Tillamook Project, See resume. A draft contract will be prepared before she begins, Sept. 19.

Website management – Denise Seith describes the process of transferring our website to Weebly.com, an easy-to-maintain web software.

Discussion about what could be done and what Mari Anne can do, possibilities for the website including storing docs available to council members via password. We can build several websites from the single program.

ACTION. Jenniffer moves and Kelly seconds a motion to contract with Denise to set up the website as proposed, for a minimum of one year, no more than \$1,000. **APPROVED**

Charter Review – see attachments, proposal, operating procedures, contract policies.

ACTION: Kelly moves and Gail seconds approval of the marked-up copy of the Charter and the appendices. Jen abstains. **APPROVED**

Further changes: to item 6B -- Any board member can serve as a contract officer, not just steering committee.

ACTION: Kelly moves to approve suggested changes, Gail seconds, Jen abstains, **APPROVED**

ACTION: The work of the Charter Committee is completed. John moves to dissolve the ad hoc committee, Jen seconds. **PASSES.**

Adjournment – The next regular meeting is scheduled for 7 p.m. Oct. 13 at Monmouth Volunteer Hall, 144 Warren St., Monmouth. The Education/Outreach Committee meets at 6 p.m. at “Crush,” the wine bar across the street, the corner of Main and Warren streets.