

## Luckiamute Watershed Council

Meeting October 13, 2016

Attending: Dan Farnworth, Gail Oberst, Gail Arkley (Board members), Kristen Larson, Suzanne Teller (Staff), Chris Jaramillo, Mark Hazelton, Sharon Safina (Guests)

The meeting was called to order, and attendees introduced themselves. After some discussion, it was determined that a quorum of three board members was present.

### Minutes

The minutes were approved with Gail Oberst observing that the Burgerville night in October had been noted. (Attachment A).

### Presentation

The scheduled agenda item, NRCS Forestry Management Assistance Program was set aside as Sue Reams, presenter, had not arrived.

### Business

#### *LWC committee and members reports, public comments*

Kristen commented on the receipt of the IRS letter awarding the LWC's status as a 501 (c) 3 nonprofit corporation, a council goal of many years. She also presented a binder prepared by David Atkins, which outlines the applicable requirements. The contents will be scanned so that the information will be accessible to all. This achievement leads to the question of when and how the LWC will assume its own fiscal management.

Mark Hazelton informed the board that he would like to put his name forward as a potential board member. This was accepted and it was noted that the vote for membership must occur at a subsequent meeting of the board. His 3 year term would be 11/2016 to 11/2019. Mark informed the group that he had been involved with the King's Valley Charter School for 12--13 years, had been an engineer and now had a raw goat milk business and a yak meat business. The Luckiamute River runs through his farm.

### Treasurer and Finance Committee

There is no formal report this month. The month's financial statements and reports have yet to be completed with Mary's River. Kristen noted that the LWC office rent will be increased as of June 1, 2017, from \$250 per month including utilities, to \$450 per month, utilities additional. It was agreed that better office space is needed, and the possibility of moving should be considered.

### *Fiscal Sponsorship and Fiscal Services*

Dan Farnworth reported that the Finance Committee had completed some research on the above. There are two potential resources for remote fiscal management. Currently, LWC pays Mary's River \$15,000 per year for fiscal management, plus additional hours and bookkeeping, which ultimately is a total of \$35,000 annually. Earl completes the LWC W2 forms and taxes, and Mary's River enters this into the books. It was noted that LWC assumption of fiscal management would also result in start up costs, to include a check writer, and potentially, software. There was further discussion of issues around the assumption of fiscal management, with the target date being 7/1/17, if not sooner.

### Presentation

Sue Reams, NRCS soil scientist, arrived and presented information on the functions of the NRCS and specifically the projects supported by "New Forest Health, Structural Diversity in Forests". This initiative currently targets the Polk county area of the Luckiamute watershed as the priority area, specifically rural private lands. There will be cost sharing opportunities for projects such as forest openings, diversification of tree plantings, and riparian improvement. Applications are now being taken and this project cycle will end effective 11/18.

### Project Review Committee

The PRC reviewed the fall 2016 OWEB grant cycle LWC proposal handout. LWC has not submitted the OWEB grant the prior two opportunities, but will this time: outreach (with partners), temperature monitoring (summers), and restoration (Maxfield Creek—maps show good steelhead habitat potential). The board approved submission.

The December 2016 meeting was cancelled. On December 14, the Polk SWCD will be having an open house celebration to which the LWC members, etc. will be invited.

### Executive Session (Attachment C)

At approximately 8:30 the LWC board went into a closed executive session, in order to review the annual performance evaluation of the Council Coordinator, Kristen Larson, and determine any salary adjustment. At approximately 8:50 the board came out of executive session and the board meeting resumed. The board reported its consensus to grant, effective as of September 1, 2016 for the September pay period to be paid in the October paycheck, a 2% salary increase to the Coordinator. This raise reflects a COLA in addition to a token of the board's appreciation. In addition to the salary increase, the board has also granted to the Coordinator the purchase of dental insurance. The dental insurance must be a group insurance policy with a cost of no more than \$500 yearly.

There being no discussion of the fund development plan or any new business, the meeting was adjourned at approximately 9:00.