



Luckiamute Watershed Council Board Meeting

September 8, 2022, 6:00 p.m. – 7:00 p.m.

J2E Tree Farm, Alexander Road, Philomath, OR 97370

Attendees

Board Members: Jackson Stalley, Karin Stutzman, George Grosch, Nick Hazelton, Britton Castor, Dave Ehlers, Jay Tappen

Staff: Kristen Larson, Suzanne Teller, Aubrey Cloud

Guests: Henry Dygert, Tom Wilson

Minutes: Kristen Larson

Call to Order – Karin Stutzman

Introductions

July 28, 2022 Minutes, Attachment A: George noted that Emerald Ash Borer should be spelled out in the minutes before using the acronym (EAB). George requested the minutes note the approval of the financial reports. Discussion that historically these have not been approved via Board action at meetings; more of a presentation of the materials. George requested from now on, the reports be approved and noted as such in the minutes. Minutes **approved** by consensus including corrections discussed.

Committee Announcements (*opportunity for announcements not otherwise on the agenda*): Kristen reported that the person who organizes the Tampico Road litter pick-ups has asked the LWC to sponsor a section of road in that area. He said he will continue to organize the clean-up events, but he asked for the LWC to be the Adopt-a-Road sponsor through Benton County. This would change how we've operated up until now. Until now, the LWC has assisted this individual getting the word out for volunteers. It's not been "an LWC" event. If we are the sponsor, we should include LWC liability waivers for the volunteers – would add an extra step to the process. Suzanne agrees she can include this in the process – either through the website to sign up or paper copies at the site. Board supports doing this as long as liability is managed appropriately. Kristen and Suzanne will sort out the details and follow-up with the organizer.

Public Comments: None.

Mission Moments:

- Nick - had to corral some escaped yaks which gave him a chance to revisit the riparian restoration project along his property – he continues to be impressed with the resiliency of the plantings!
- Kristen, Aubrey, Maya, and Amanda attended the CONNECT conference in Seaside this week. Karin attended as well in her role at Oregon Department of Agriculture. We all go to meet a lot of new people; it's always inspiring to hear about and learn from all the good work going on around the state!

Executive Committee – Karin Stutzman

- Last week, Kristen sent out the link for the online form to complete her annual review. All Board members, please complete this by next week, Sept. 16. This allows completion in time for the Executive Committee meeting at the end September. Some folks did not see this come through their email, Kristen will send it again. will start in September and is her 10th anniversary with the LWC. She will produce a self-evaluation for Board review. Google survey forthcoming. Board will have opportunity to meet privately to discuss, followed by formal review, then FC & EC for recommendations & salary. Feedback appreciated.

Equity, Diversity, and Inclusion: Draft EDI Statement for Review and Feedback – Karin Stutzman

Attachment B summarized the proposed process for drafting the statement and the steps that have been completed so far. The 4 staff on the ad hoc committee each drafted an individual statement; Maya worked to synthesize this into a single draft (provided in the packet). This discussion is to get Board feedback on general direction – right direction / wrong direction – for staff to keep working on revisions. For the most part – people are comfortable with this – generally this is the right direction. Discussion of some language that is inaccurate (e.g., “remove splash dams”) and perceptions of singling out specific landowner communities. It is also too long and needs to be shortened up. Discussion of ways to be more concise, simplify, and improve the tone of the document. Others point out sentences or phrases they like and would keep. Suzanne questions who the “we” is in this document and cautions us to think about how people not currently on the Board or on staff might perceive the phrasing. She has additional input she will provide after the meeting, focusing on making it as inclusive as possible. LWC will seek outside review of draft. Discussion to work on this sooner rather than later; better to check in early rather than get too far afield. Staff will work on this. **Nick can share this with some of his friends who are active in social issues for a younger perspective.** Staff will keep revising this based on feedback. George asked for Kristen to share via Google docs so he can provide some suggested edits.

Finance Committee & Treasurer Report – George Grosch

- June 2022 Financial Reports presented in Attachment C. Continued project spending and negative net income. Kristen did several reimbursement requests in July – will see that revenue on the July reports at the next meeting. **Approved by consensus.**
- As discussed at the July meeting, council credit card currently \$2500 limit, but with staff growth and shared grants, we’re maxing it out more than once a month. Simplest option for now is to maintain current system with each staff having a credit card and all cards share a single limit. Proposed action is to approve the revised Internal Control Policy raising the shared limit from \$2,500 to \$5,000 (Attachment D). **Approved by consensus.**

Executive Director Update – Kristen Larson

Executive Director update provided in the packet as Attachment E. Kristen covered a few highlights:

- The Upper Luckiamute landowner event planned for October is postponed until spring due to staff workload
- The South Fork Pedee upper culvert replacement project will begin in September and continue for a few weeks. Then the contractor will move to the Upper Maxfield large wood placement.
- The seasonal Field Technician positions for the Mid-Willamette Beaver Partnership Technical Assistance project are almost done with their 2 months. They covered a lot of ground. One of them did get a flat tire – likely due to an old tire and gravel roads. Another good reason to figure out a backcountry communication device for working in areas with no cell service. Fortunately, the tire didn’t go flat until they were in an area where they could get service.

Topics for Future Consideration/Additional Comments

None.

Adjourn at 7pm for social time and recognition of Kristen’s 10-year anniversary with the LWC.