



Luckiamute Watershed Council Board Meeting

October 12, 2023 6–8 p.m.

at Pedee Womens Club, 12491 Kings Valley Hwy, Monmouth, OR 97361

MINUTES

Attendance:

Board: Britton Castor, George Grosch, Nick Hazelton, Jackson Stalley (facilitator), Karin Stutzman

Staff: Maya Cook (minutes), Kristen Larson

Guests: Kevin Porter (Polk SWCD), Lauren Zatkos (Monmouth), Misha Pierce (West Salem, EnO Committee)

CALL TO ORDER – Jackson Stalley

Introductions – Guests, Board Members, Staff

Minutes from August 10, 2023, meeting **APPROVED**

Committee Announcements:

Fundraising Committee - Major Donor Appreciation event on September 28 went really well
Brief review of LWC committees for interested guests

Mission Moments:

- Kristen shared project completion photos of the nearby site along the Luckiamute River; had optional tour prior to the meeting.
- Inquiries about Harris Creek, site of landslide in spring 2022. Now that rains had started again, were people seeing sediment? Not yet. ODF geologists expect to see effects for years from this because it is large and still active.
- Karin seeing a lot of snakes, more alligator lizards than usual, huge “fairy ring”
- Nick shared that Buzz Sizemore on the Upper Lucki passed away
- Lots of friendly wildlife encounters

Executive Committee – Jackson Stalley

Proposed rotating facilitator schedule & locations for 2024 (keeping the same order as 2023), Attachment B.

ACCEPTED with changes.

Karin & Nick trading places; Nick will do Feb-8 meeting, Karin will do June meeting, hosting at Western Skies

Lots of support for repeat of potluck meeting at Happy Workers Club at August meeting.

Proposed EDI topics calendar – not ready for review. Will draft one for 2024 but also be open to topics as they emerge and working through the process of developing an equity lens.

Prepping for officer elections for 2024 at the December meeting; *Attachment C*

LWC has 4 officer positions, 3 are required by law. 1 person can hold 2 positions but not all 3. VP can be vacant.

Board members can self-nominate. Confirm interest with others before nominating them. See bylaws for officer responsibilities. Primary new commitment for officers is participating in all Executive Committee meetings regardless of who is facilitating; may also be needed for signature in Kristen’s absence.

- George self-nominates to continue as Treasurer

2023 Officers: Karin Stutzman, President; George Grosch, Secretary/Treasurer

Finance Committee & Treasurer Report – George Grosch

Verizon **APPROVED** as monthly bill auto-pay vendor from OSCU bank account

July & August 2023 Preliminary Financial Reports: on-track, in solid shape; income down while waiting for incoming pmts

Almost ready to close out fiscal year 2022.

- 2022 Year-End Financials will show changes to the unbilled receivables to correct FY expenses (to tie revenues to expenses in the appropriate FY & reduce potential for double when we do process reimbursements and record the revenue when billed). Receivables then reversed on Jan-1, so we start out each year as a negative.
 - Temporarily Restricted Net Assets reflect money received but related work not yet delivered.
- Final report will be ready for December meeting. Delays in-part due to new payroll setup issues & increasing complexity.
- 6-month 990 extension is due November 15, so CPA working on it now. No action needed before it is filed, but board will receive a review copy prior to submission.

2023 another \$1 million budget; holding shared grants with other WCs.

2024 budget expected to be ready by end of Q1 2024.

Future challenges: paying for growth, considering if we want to pursue a Federally Negotiated Indirect Cost Rate for our indirect, and then if we do want to pursue, actually doing it.

Governance Committee/EDI Discussion – Nick Hazelton

Follow-up to Board Matrix process. *For internal review only - results sent to Board separately.* Purpose:

Outreach and Recruitment

- Questionnaire inventories our demographics, areas of expertise, & preferences for work; helps us become more aware of what we bring to the table, and also identify skills we need to recruit for.
 - Note: not every graph has the same legend – be sure to read carefully.*
- Also identifies underrepresented demographics and communities to build relationships with.
 - Misha: citizen science monitoring projects are a great way to build community involvement; currently learning about what's available & how to expand/make more accessible. Availability in more languages becomes easier when there are board members who speak language natively.
 - George: currently limited by capacity.
 - Partnering with WOU Environmental Science dept: nothing currently formal & ongoing - more ad-hoc, because we don't have anyone to manage & oversee a complex program.
 - Kristen: recognizing who's missing enables us to name & recruit new board members.
 - Karin: **OWEB just presented a whole list of resources for State assessment of underserved communities** – we should be mining this as a resource to begin search to connect with representative groups. Also provide resources for Climate Change.
- Still missing 3 board matrix responses
- Nick will write up a summary & present at December meeting.

Upcoming restoration proposals (OWEB, NOAA) & ED Update – Kristen Larson

Current grant proposals:

- Thanks to Polk SWCD, who committed \$25k for match to our upcoming OWEB proposal
- OWEB due 10/30 - restoration grant follow-on to Little Luckiamute Riparian Revegetation project
 - Expanding the Benefit – delayed from 2015 due to a bunch of bureaucratic issues. Need 3 more years of plant establishment. Adding more acreage increased cost, along with inflation & other expense increases.
 - Willamette Habitat Restoration Fund likely to contribute as well
- Marys River WC overseeing Mid-Valley River Connections (MVRC) Regional NOAA Fish Passage grant due Monday 10/16
 - LWC, Marys, Calapooia, North & South Santiams = 31% of Willamette valley area
 - LWC only doing a small piece of this project
 - Fish passage revise & resubmit
 - Match from ODOT (Plunkett Cr. Repair) – Education & Outreach opportunities
- Calapooia WC overseeing application for MVRC for NOAA Habitat restoration focused on instream & floodplain reconnection.



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- Shared TA grant supporting consultant to develop & oversee project
- Covers 2025-2027 with option to extend 1 year.
- Current scope: ~17mi, ~4k logs for Upper Lucki mainstem downstream for Miller-West Fork Luckiamute River (WFLR), North Fork Pedee, Lower Maxfield.
 - Upper Lucki includes replacing large wood (LW) structures from 2004 install (gravel beds are there, but nothing to hold in place anymore) + Miller/WF connects to new treatment to create a single corridor.
 - With new culvert on NF Pedee, working to survey for priority LW needs
 - To date we've done 16 mi of stream work, so this is a big lift.
 - Hoping BLM can provide most logs; some changing policies right now.
 - Karin may have some logs to give us; Nick also may have resources.

The Coming Year – Planning to Plan, Continued – Kristen Larson

2023-24 Project & Planning efforts more staff-driven than Board driven

- Launching Urban Waters project team by November 1 unlikely

Discussion:

- Conversations around importance of updating our mission statement & Strategic Plan
- There's a LOT listed to do in the next 4 quarters
- Action Plan grant submission in spring 2024 means that work is not really getting underway until 2025, but needs mission & strategic planning work first
 - Mission & SP are the main focus for Board work in 2024. Will require extra meetings & time.
 - Preplan: start thinking about revised mission statements; **Kristen will get shared doc posted.**
 - Karin – One idea for future planning meeting: combine Urban Waters with Community Engagement expansion
 - Facilitation approach has to consider availability of working board: 1 long Saturday, 3 shorter sessions?
 - George: LWC staff should be there, whatever form it takes
 - Kristen: looking for facilitators, these questions come up; helpful to have Board guidance to respond.
 - Staff retreat to focus on operations, looking at climate change, expanding community connections.

7:40 Enter Executive Session: Executive Director Annual Review

8:00 End Executive Session: Executive Director Annual Review - Karin Stutzman

ACTION ITEM: Board **APPROVED** a flat \$5k merit raise, effective October 1st, with possibility for additional COLA in January.

Post Executive Session Debrief

Praise

- Noticeable changes in organization, great work
- Great reputation in community & high quality work
- How does she do it all & keep track of it?
- A great example & inspiration to colleagues
- A joy to work with, grateful to have you

Promises

- Board committed to be more supportive in showing up and helping with more
- Accommodate slowing down, reducing lift, packing less onto workload & extend timing. If things take a little longer, that's fine. Pad time estimations understanding that things go wrong.

Adjourn, about 8:10pm.