



WMSWCD Board Meeting Minutes 6/19/12

1. Meeting location and time

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 450, Portland

The meeting was called to order at 6:00 PM.

2. Introductions/Agenda Approval

Those present:

- a. Board Members: Directors Hartline, Lightcap, M. Miller, Patte, Peterson (via phone), Sowder; Associate Director W. Miller
- b. Staff: District Manager Springer, Operations Administrator Levis, Rural Conservationist Gall
Guest: Steve Fedje, NRCS District Conservationist

3. Minutes, Treasurer's Report, Staff Reports

a. **Minutes:** *WMSWCD 5/22/12 Board Meeting Minutes¹*

Director Lightcap asked that the 5/22/12 Board Meeting Minutes be amended to include that he volunteered to serve on the Personnel Committee and that he suggested contacting BPA as well as Ducks Unlimited about providing matching funds for the Sturgeon Lake work. Director Patte made a motion to approve the minutes as amended for those two items. Director Lightcap seconded the motion. The motion was approved (6-0), ayes all.

b. **Treasurer's Reports:** Director M. Miller reviewed and discussed the following reports:

- i. *Projected WMSWCD-Balance Sheet- As of June 30, 2012²*
- ii. *Projected WMSWCD-General Fund Budget vs. Actual Fiscal Year-to-date June 30, 2012³*
- iii. *Projected WMSWCD-Profit and Loss Budget Performance Fiscal Year-to-date June 30, 2012⁴*

c. **Staff Reports⁵:** District Manager Springer reviewed and discussed the Staff reports, including updates on Intertwine's activities and goals, work going on at Riverview Cemetery, involvement with Balch Creek, and discussions with Jim Adams, who will be attending our July meeting.

4. Presentation on Equal Opportunity & Civil Rights Policies

District Manager Springer and NRCS Conservationist Fedje reviewed and discussed WMSWCD's and NRCS's policies on equal opportunity and civil rights. WMSWCD will post on the website more details on the prohibition of discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. Additionally information will be added about how and to whom to submit a complaint or report of a potential civil rights violation.

5. Presentation by Rural Conservationist, Scott Gall

- a. Sturgeon Lake update
- b. McCarthy Creek update
- c. ODA Grant Scope of Work (SOW)

- i. The ODA SOW was reviewed and a motion was made by Director Patte to approve the ODA SOW as presented. Director M. Miller seconded the motion. The motion was approved (6-0), ayes all.

6. Budget Hearing

Director Hartline called the Budget Hearing to order at 7:40 PM. See separate Budget Hearing Minutes.

7. Executive Session

Director Patte made a motion to move into Executive session. Director Lightcap seconded the motion, which was approved by all. The Board called the Executive Session to order at 8:00 PM. Cost-of-living wage increases as well as performance-based wage increases were discussed. Director Lightcap moved that the Executive session be closed and the regular board session be reconvened. Director Sowder seconded the motion. The motion was approved (6-0), ayes all.

8. The next board meeting is scheduled for Tuesday, July 17, 2012, at 6:00 PM.

The meeting was adjourned by Chair Hartline at 8:23 PM.

¹ WMSWCD 5/22/12 Board Meeting Minutes

² Projected WMSWCD-Balance Sheet- As of June 30, 2012

³ Projected WMSWCD -General Fund Budget vs. Actual Fiscal Year-to-date June 30, 2012

⁴ Projected WMSWCD -Profit and Loss Budget Performance Fiscal Year-to-date June 30, 2012

⁵ Staff Reports