



WMSW Conservation District Board Meeting Minutes 3/19/13

1. Meeting location and time

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 450, Portland
The meeting was called to order at 6:04 PM.

2. Introductions/Agenda Approval

Board Members present: Directors Hartline, Lightcap, M. Miller, Sowder, Peterson (by phone); Board Members excused: Directors Preeg Riggsby and Patte; Associate Directors: W. Miller and Looney; Staff: District Manager Springer, Operations Administrator Levis, Education Coordinator Stokes; Guests: Steve Fedje, NRCS District Conservationist, Kathleen Brennan-Hunter of Metro, and Metro Councilor Sam Chase

3. Minutes: *WMSW Conservation District 2/19/13 Board Meeting Minutes*¹

Director Lightcap made a motion to approve the minutes as amended. The motion was seconded by Director Sowder and approved by all.

4. Metro's Green Space Ballot Measure: Kathleen Brennan-Hunter of Metro provided information about Metro's Green Space Ballot Measure. Metro Councilor Sam Chase asked the Board to support the parks and natural areas maintenance levy that will be on the May 2013 ballot. The Board unanimously passed a resolution to endorse the ballot measure.

5. Update of the District's Educational Programs: Education Coordinator Erica Stokes outlined the progress of various school garden and community garden projects.

6. Treasurer's Reports: Director M. Miller gave a brief update on our financial position, highlighting and explaining variances noted. The following reports were reviewed:

- i. *WMSWCD-Balance Sheet- As of February 28, 2013*²
- ii. *WMSWCD-General Fund Budget vs. Actual Fiscal Year-to-date February 28, 2013*³
- iii. *WMSWCD-Profit and Loss Budget Performance Fiscal Year-to-date February 28, 2013*⁴

7. Staff Reports: DM Springer discussed the staff reports, and he confirmed that our May Board Meeting will be preceded by a two-hour Strategic Plan Meeting, beginning at 5:00 PM, with all staff present to follow-up on the Board's proposed additions/modifications brought up at the 1/15/13 Board meeting.

8. Sturgeon Lake Update: We hosted a March 5th meeting and will be attending two April meetings. Scott Gall will be sending out updates after these meetings.

9. Steve Fedje, NRCS District Conservationist, notified the board that NRCS will begin charging WMSWCD for approximately 450 square feet of office space being used by WMSWCD employees beginning sometime as early as the next fiscal year. He will keep District Manager Springer informed as new updates become available.

10. Our next Board Meeting will be at our offices at 2701 Vaughn St. on 4/16/13 from 6:00 to 8:00 PM.

11. At 8:20 PM Director Lightcap made a motion to adjourn the meeting. Director Sowder seconded. The motion was approved by all.

¹ WMSWCD 2/19/13 Board Meeting Minutes

² WMSWCD-Balance Sheet- As of February 28, 2013

³ WMSWCD -General Fund Budget vs. Actual Fiscal Year-to-date February 28, 2013

⁴ WMSWCD -Profit and Loss Budget Performance Fiscal Year-to-date February 28, 2013

⁵ Staff Reports