



WMSW Conservation District Board Meeting Minutes 10/2/14

1. Meeting location and time

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 450, Portland, OR 97210
The meeting was called to order at 6:07 PM.

2. Introductions/Agenda Approval

Board Members present: Directors Hartline, Lightcap, Peterson, Miller, Preeg Riggsby, Sowder; Board Member absent and excused: Looney; Staff: Springer, Ahr, Lindberg, Martin.

At DM Springer's request, Board Members introduced themselves to Martin, new WMSWCD Office Manager. The following items were added to the Agenda: OACD Meeting Agenda and Board Training Videos – Lightcap; meeting with staff re: Associate Directors – Hartline; recruitment for the CTEC during the Staff Reports – Springer.

3. **New WMSWCD Logo:** Lindberg presented the new logo, describing the message and meaning the artist wanted to convey in her 'clean' design. Board members were mixed in their opinions of the new design; Lindberg noted it had full staff approval. At members' request, Lindberg shared the other designs that were submitted. She also noted that all materials, etc., with the old logo would be used and not discarded.

4. Minutes: *WMSW Conservation District 9/4/14 Board Meeting Minutes*¹

The 9/4/14 Minutes were revised to correct the information re: DM Springer's attendance at the 9/6 Ducks Unlimited fund raiser. Director Miller made a motion to approve the minutes, as revised. The motion was seconded by Director Hartline and approved (6-0).

5. **Review of Treasurer's Reports:** Director Miller reported that he had been working with Levis in tightening up reimbursement procedures; spending is on target or underspent; overall, finances are in good shape.

6. **Staff Presentation – Michael Ahr – Forest Thinning Project:** Ahr reported on a thinning project that he is working on with a large landowner in the District. He described the work, its targeted results, presented funding options (in concert with NRCS) for moving ahead, and noted how this project fit in with his Program's objectives and what he hoped to accomplish.

7. Staff Reports and Sturgeon Lake Project Update; CTEC Position and OACD Meeting (added to Agenda):

Director Lightcap reported on the difficulty he has had in obtaining information on speakers at the upcoming OACD Meeting in mid-November. He will attend the meeting and requested that a fellow Board member attend to support his election as Area 2 Chair, which will give him a seat on the OACD Board of Directors, thus allowing him to influence how future meetings are organized. He will email the OACD Agenda to Board members. DM Springer noted he also has had no response to his request for more information from OACD re: the meeting.

DM Springer reported that 125 applications have been received for the CTEC position, including 6 from past interns. The Conservation Techs have begun reviewing applications; interviews will be held in mid-October; the new person will start in November. Interested Board members may sit in on interviews. He reiterated that the position's time will be about 75% in Conservation Tech work and about 25% in targeted outreach. Once hired, the Tech staff will determine the best use of the new person's time and focus in assisting their programs.

DM Springer reported on his conversation with Manette Simpson, ODA SWCD Program Lead, who offered her Program's assistance for any training needs the Board may have, as well as complimenting the District on its well-run operation.

DM Springer reported on the latest information from the Army Corps of Engineers re: Sturgeon Lake. Design and engineering work to replace failed culverts on Reeder Road was expected in 2015; however, work could be postponed another year or two; this could present a cash flow issue; DM Springer will try and obtain more clarification and a schedule.

Funding: \$15K from the Heritage Fund; \$100K from Metro; need to raise \$250K 60 days before work starts. DM Springer shared a brochure developed by Oregon Wildlife, who will launch major donor efforts.

Director Preeg Riggsby reiterated she will be recusing herself from any discussion re: Sturgeon Lake for the next 8 to 12 months, due to her professional work on their audit.

8. Resolution to establish a health reimbursement (HRA) voluntary employees' beneficiary association (VEBA)

account: Director Lightcap moved to approve the Resolution; Director Miller seconded; all approved (6-0). Directors Hartline and Lightcap signed the Resolution.

9. Associate Directors and Board Training Videos (added to Agenda): Director Hartline reported on her meeting with staff re: criteria for and recruitment of Associate Directors; she presented the names of individuals whom she and staff will meet with to determine their interest in and fit for becoming an Associate Director. The Board did not have any additional names to add. DM Springer will check that the District web site has information on recruitment for Associate Directors.

Videos: Directors Lightcap, Preeg Riggsby and Miller reported on their evaluation of the training videos and/or public meetings where the information was presented; most felt it was useful; it was noted that the Governance video might be particularly beneficial for new Directors and Associate Directors.

Director Lightcap reported he had given the District Office the Training Manual, *OR SWCD Guidebook*, originally produced in 2002.

10. Announcements/reminders: DM Springer added to his report on Sturgeon Lake: He had a productive meeting with Tribal officials re: Sturgeon Lake; Louie Pitt, Warm Springs Tribe, will be touring Sauvie Island. When he recently testified before the OR Senate Environment Committee, he shared the Save Sturgeon Lake video with them, as well as giving them a copy of flood plain legislation the State of Washington passed (\$50Mil). Director Hartline would like to discuss this at a future Board Meeting.

DM Springer will be on vacation from 10/27 -10/31; Director Hartline will be in Nepal from 10/15 – 11/9.

11. Our next Board Meeting and Adjourn: Next month's meeting will be held at the District Office on November 6, 2014, 6:00 to 8:00 PM. At 7:57 PM Director Miller made a motion to adjourn the meeting. Director Lightcap seconded. The motion was approved (6-0).

¹ WMSWCD 9/4/14 Board Meeting Minutes

² WMSWCD - Balance Sheet- As of August 31, 2014

³ WMSWCD - General Fund Budget vs. Actual Fiscal Year-to-date August 31, 2014

⁴ WMSWCD - Profit and Loss Budget Performance Fiscal Year-to-date as of August 31, 2014

⁵ Staff Reports