

**Long Tom Watershed Council**

**Board of Directors AGENDA**

**Thursday, July 10, 2014. 5:30 p.m.**

**Wetlands Partnership Office, 751 S. Danebo Ave**

*Chair Deborah Saunders Evans*

**5:30 Business**

- A. Minutes: **Decision**: approve minutes from June Board Meeting – *Secretary Walch*
  - 1. Action Items Report
- B. Treasurer's Reports: **Decision**: approve reports for May – *Treasurer Brinkley*
- C. Committee Reports:
  - 1. Resource Development- Final Campaign Numbers – *Dave T.*
  - 2. Nominating Committee – Update on Board rotation and Establish Committee
- D. Paperwork moment: Your volunteer hours – *Secretary Walch*

**6:00 Program Topics**

- E. Program Presentation (Board learning) – Migration Study – *Rob*
- F. **\*6:20\*** Work Plan & Budget 2014-15 – **Decision (R)** - *Dana*
- G. Annual Meeting Elements – Watershed Awards

**7:20 Reports & Announcements**

- H. Staff Reports
- I. Liaison Reports
- J. Action Items: Summary

**7:30 Adjourn**

***Next Board Meeting: Thurs, Sept 4, 2014. 5:30 pm. Council office.***

***Next Public Meeting: Outdoor Tour - Tues, July 29, 5:45 p.m. – Water, Woodlands, & Wildlife  
@ Bauman/Reaves property***

***Annual Meeting – Thursday, October 23, 5:00 – 7:00 at Lewis & Clark Catering Co.***

## **Business**

- A. Meeting Minutes** - Board meeting minutes are attached. Secretary Walch will receive comments and changes at the meeting and ask for approval. Action items will be briefly reviewed for completion.
- B. Treasurer's Reports** – Financial reports are delayed (due to our Fiscal Manager spending time training new staff), but will be ready for presentation by Treasurer Brinkley at the Board meeting.
- C. Committee Reports** – No background.
- D. Paperwork moment** – Do your part for administrivia... Please be ready to record your volunteer hours/travel for the last month, or more if you missed a Board meeting.

## **Program Topics**

- E. Program presentation** – no background
- F. Work Plan and Budget for 2014-15** – Dana will present the updated work plan and new budget for 2014-15. The Work Plan is the second year of the 2-year plan the Board approved last year (the detailed 40 page one we submitted to OWEB in lieu of a new Council Support grant application). I will present it in summary version (3-4 pages) so it's understandable; you will recognize the format from years prior. It also indicates staff, Board and Council leadership so you can update your interest either at the meeting or with me sometime afterward. Jed, Rob and I will be handy to answer questions. I apologize for not including the draft work plan and budget with your materials now – we are lacking a staff member and I am covering the Project Management and grant reporting aspects of the vacant position. I will also present a draft budget for you – the development of which has also been a bit delayed due to fiscal training and my stretching to cover the two jobs.
- G. Annual Meeting 2014 – Thurs Oct 23.** Staff will bring list of proposed awardees for the 2014 Watershed Awards.

## **Reports & Announcements**

### **H. Staff Reports –**

#### **1. Administrative. Contract / Agreements newly signed:**

“Bear Creek Subwatershed Floodplain Wetland Restoration.” Oregon State Weed Board Grant funded by OWEB and Oregon Dept of Agriculture. Amount \$7,490. Effective Dates: 5/12/2014 – 4/30/2015. Description: grant will fund outreach to landowners in Bear Creek to help them remove four particularly noxious invasive weeds (purple loosestrife, knotweed, yellow flag iris, and English ivy).

6/10/14. Contract signed to retain Mueller Larson Osterman Yuva LLP for our FY14 Review (same firm we've used since 2008). Cost estimate \$4,900 - \$5,200. Separate engagement letter will be arranged with the same firm to complete our taxes.

- 2. Staffing Updates:** In stage of in-person interviews for Urban Stormwater & Restoration Specialist. Good pool of candidates. Process was delayed but all applicants were notified. Next up is Development & Communications Manager, then Outreach Specialist. Fiscal training is being conducted to determine if we can utilize existing employees to continue Fiscal duties after Fiscal Manager leaves Sept 30.
- 3. Council Public Meeting / Event / Tour** – Co-hosted with Forests Today & Forever. Great topic of woodland management on private property that integrates water and wildlife considerations. Beautiful education shelter on site where many classes K-12-University have come. Multi-stop tour. Any particular outreach/invites?