

**Long Tom Watershed Council**  
**Board of Directors AGENDA**  
**Thursday, July 9, 2015. 5:30 p.m.**

*Chair Jim Pendergrass*

**5:15 Dinner ready!**

**5:30 Business**

- A. Minutes: **Decision**: approve minutes from June Board Meeting – *Secretary Walch*
  - 1. Action Items Report
- B. Treasurer's Reports: **Decision**: approve May reports
- C. Committee Reports: Amazon Outreach Committee, Resource Development,
- D. Nominations for new Board Members – info item - *Dana*
- E. Fundraising Progress (30m) – Revenue goals and approach – *Clinton Begley*
- F. Budget FY 2016 and Work Plan FY 2016-17 – (30m) **Decision**: approve budget and work plan, add leadership as desired - *Jim, Dana & Jed*
- G. Paperwork moment: Your volunteer hours – *Secretary Walch*

**7:00 Program Topics**

- H. Council Meetings/Tours (5) – June debrief (ThermoFisher tour)
- I. Annual Meeting! (15) **Thurs, Sept 10**: Review Agenda elements, Discuss/confirm roles, Awards - *Rob & Clinton*

**7:20 Reports & Announcements**

- J. Staff Reports – Dana
  - 1. Update on MOUs, joint work/applications
- K. Liaison Reports
- L. Action Items Report

**7:30 Adjourn**

*Next Board Meeting: Thurs, Sept 3, 5:30 pm. Council office.*  
*Annual Meeting & Celebration – Thurs, Sept 10, Deck Family Farm*

## **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** –Treasurer Brinkley will review and present the May financial reports for Board approval. Please note April reports were reviewed last month by Treasurer and Chair but approval was not sought last month. Dana opted this month to include May financials in Board packet only, instead of switching to cumulative reports for Profit & Loss and Cash Flow that would include April but that would be in a format we haven't used lately. We'll bring these additional reports to the meeting in case anyone wants to review/discuss. Another factor in the decision to present May reports only is that the year's cumulative reports will be presented at next meeting (Sept 3), along with final Budget to Actual.
- C. Committee Reports** –
- Amazon Outreach Team - Sarah met with Amazon Outreach Team subset as she works to build the committee. She continues to personally connect with some potential members, and aims to send out a formal ask letter to request their participation. Dave or Therese may be able to comment on the meeting they attended.
  - Resource Development – This committee will provide an update orally at the Board meeting.
- D. Nominations for new Board candidates** – this topic will be discussed orally
- E. Fundraising Progress** – Clinton Begley will describe the results from FY'15 Campaign, and how we have arrived at a recommended Annual Giving goal for Fiscal Year 2016. He will show categories of giving and answer any questions from the Board.
- F. Budget FY 16 & Work Plan FY 16 and FY 17–**

**Budget – Review and Approval** - The budget for your approval will be presented at the Board meeting. Any changes from the very close to final draft you are receiving now will be highlighted, however the core of the budget is all the same. Jim and I will be asking you to approve the Bottom Line, which as previewed in June is a deficit of ~(\$49K). Even if some of the final numbers change, I should be able to at least deliver that. Please note that in June we discussed how last year FY15 the Board approved a ~(\$50K-\$60K) deficit budget and yet we are coming in less than (\$20K) deficit. Jim and Dana are happy to answer questions. *Major apologies to Lindsay* as Dana failed to remember to include her in interim feedback steps! I was also unable to get it out 3 days in advance. I sincerely hope by next year we have more administrative capacity!!

**Work Plan – Approval, and Board Leadership Column** - It is a recent tradition of the Board to approve the Budget and Work Plan at the same meeting. This year the work plan includes the updated Strategic Plan categories, and a 2-year view that reflects the 2-year work plan span the Board approved for submission with our recent Council Support grant. FY 16 is the most known; FY17 is estimated. **Please take a special look at the Board Leadership Column, and add/change your name where you'd like. Putting your name down indicates that you're a little more interested in this topic than others and staff can keep you in the loop more, and that you will know that theme of the Council's mission and work a bit better than others.** The draft work plan was handed out at our June meeting to aid you in this.

- G. **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.
- H. **Council Meetings, Previous and Upcoming** – no background; we'll do this topic orally.
- I. **Annual Meeting** – All the big pieces have come together! This will be the first year Clinton is heading up the event, with new support from Kathryn, and significant support from Rob and Dana this year. Please be ready to pitch in; we'll bring you suggested roles at the meeting!

## Reports & Announcements

### J. **Staff Reports** –

#### 1. **New Grants & Contracts.**

- Grant Agreement with the Oregon Watershed Enhancement Board for “Lower Long Tom River Passage and Floodplain Restoration Planning.” (Signatures in progress). This is the technical assistance grant for scoping solutions to the Monroe fish ladder. The award amount is for \$39,969.
- Contractor Agreement with Trout Mountain Forestry (Mark Miller) for implementing oak savanna and oak woodland thinning activities at the Wild Iris Ridge and Murray Hill project sites. Work is to be completed by December 2016, and the agreed upon total payment for work will be split into 2 payments across 2015 and 2016 that are set when log market prices are identified by the contractor prior to thinning.
- Contractor Agreement with Habitat Contracting, LLC (Jeff Jones) for invasive weed treatment at Sam Daws Landing and Snag Boat Bend at the Willamette River. The work will include treating invasive reed canarygrass, blackberry, and non-native grasses and forbs. The work period is from July 1 – Nov 15, 2015 and the contract payment will not exceed \$3,800.
- Cooperative Landowner Agreement with Goracke Seed Farms, LLC, granting the Council and contractors access to remove a fish barrier culvert and install a bridge on Bear Creek, remove invasive weeds and plant native trees and shrubs. The

contract period is through 2020.

## 2. Collaborations update

- The Coordinator and a Board Representative from each of 3 councils – the McKenzie Watershed Council, Middle Fork Willamette Watershed Council, and LTWC - had another productive meeting June 1 with the next scheduled for July 2. We shared knowledge of current staffing and programs, but did not make it through reviewing the core principles we want to ensure we would meet by closer collaboration and networking. The next steps are to follow through on the early action items we identified which are a) short term potentials to provide staff/resources, and b) finding funding interest from grantors to support the capacity building stage of a broader *network* (not a joining) of these councils. We are still in an exploratory stage which is not to be discussed outside our small group due to the many process steps we need to plan out, as well as the fundamental question of whether this truly helps meet the shared principles we will review at the next meeting, for example we'll want to make sure to preserve local watershed council identity and relationships to maximize private landowner and partner involvement.
- Staff from the local organizations within Rivers to Ridges Partnership are meeting to develop a local leaders group within that Partnership to explore more opportunities for close collaboration in the region, as well as to discuss addressing a major OWEB funding opportunity dependent on effective Partnerships with joint goals.
- Willamette Steering Committee - This is the group working on an OWEB application mentioned above as a funding opportunity. More broadly, there is one aquatic and one oak approach. Progress has been made on goals, core partners, project lists, and writing the first full draft of the aquatic Strategic Action Plan.