

**Long Tom Watershed Council
Board of Directors Meeting
Thursday, May 1 2014, 2014
Council Office
751 S. Danebo Ave., Eugene, OR 97402**

Present: Steve Cole, Alan Dickman, Jim Pendergrass, David Ponder (by phone), Charles Ruff, David Turner, Therese Walch (7)

Absent: Mike Brinkley, Cary Hart, Steve Horning, Sue Kacskos, Beth Krisko, John Reerslev, Deborah Saunders Evans (7)

Staff: Dana Dedrick, Brenda Cervantes, Jed Kaul

Guests: Dan Calvert (special presenter) and Ephraim Payne (LTWC intern)

Meeting called to order at 5:31 p.m. by Vice-Chair David Turner

Business

A. Approve April 2014 Board Meeting Minutes – *Secretary Walch*

Calls for comments, corrections, or additions.

Discussion:

Board Hosts for the May 27th Tour at Barrows. Jim Pendergrass will be there and David Turner will attend. Everyone else that can attend is welcome.

Jim Pendergrass spoke to the success of the Lamprey meeting and some discussion of content and the technicality of the presenters. Some folks may have enjoyed the technical piece and some might have found it a bit too technical. Comments regarding the lack of Brook Lamprey and the passion of the speakers were made. There were good questions and interactions by the attendees. There were 23 attendees total with 6 staff and board members.

MOTION TO APPROVE April 2014 Board Meeting Minutes by D. Turner, seconded by A. Dickman. Approved unanimously.

B. Approve March 2014 Financial Reports – *Jim & Dana for Treasurer Brinkley*

There was discussion about the timing of spending, where the Council spends less this time of year due to less project implementation in the field. Jed mentioned that more project capital work is on the horizon and bills are coming in. Jim Pendergrass discussed the flow of monies. David Ponder asked about billing terms, and Dana explained that we can't invoice grantors with a typical "net 30"; instead, the grantors have billing guidelines we follow. Dana explained the nature of grant budgets and how the finances flow during a fiscal year, chiefly

how some grants pre-pay us for work (up to 120 days, then receipts required), and some are reimbursement only (and can take 2-3 months).

Additional discussion of the donations, events and fundraising was heard. Sweet Life and Ninkasi were the latest participants in the Taste the Watershed Program. Highlights of these events were discussed by Ephraim. The next Taste the Watershed Event is at Ninkasi's tasting room on May 12th, and some events are being arranged for June & July. Ephraim & Dana requested some staff and board members to attend; it was highlighted that Board members attending as volunteer representatives are the only way the costs works out for the organization.

More budget items were discussed:

- Payroll on track; noted changes with Jason leaving and Brenda coming on; also the reduction of Dana's hours. This will all even out in payroll
- Ponder requested information on why temporary folks are used and the budget ramifications of this practice. Dana: Contractors take too much management (to get the deliverables), EPA contract with SRA doesn't allow subcontractors for the parts of the program paid for out of that, liability coverage for field work (monitoring component) provided if they are temps vs contractors.
- S. Cole wanted to know why the corporate fees were higher. Amanda explained they are not really higher as we received a refund. IRS error.
- Ponder asked about the needs of the Willamette Center and how that will impact the budget. Most monies for rent will come from the donation of the Davis family. We will pay utilities, computing costs.
- Discussion of needs of the improvements on Willamette office space. Willamette Center LCC is contributing \$9,000 to cover much of the move-in costs. We'll probably end up doing flooring over that.

MOTION TO APPROVE March 2014 Financial Reports by S. Cole, seconded by T. Walch. Approved unanimously.

(David Ponder left the meeting at 6:15.)

Program Topics

C. Discussion of Willamette Office Space

Dana & Brenda presented slides photos of the space and outlined estimated costs for the list of needs and furnishings. Presentation to board included:

- Dana gave an overview of the space with board members looking at a drawing to give more detail
- Jim Pendergrass and Alan Dickman are going to assist with the improvements and needs of the new space
- Discussion on energy systems; utilities.

- Aaron Whitney will come give some ideas for the remodel
- Board members will use their contacts to assist with Electrician; and Internet needs
- Structural Improvements include:
 - HVAC line for the Development & Communication office (or some heat)
 - Jim Pendergrass will look into carpeting/flooring
 - General contractor will meet with Jim, Dana and Alan
 - Paint would come before flooring but after other improvements

Discussion

The board talked about computer needs and confirmed that we don't want to buy used computers because staff needs are a priority.

There was some discussion of the Council's relationship with the Red House and what the future might be. New higher management staff at the BLM Eugene District might mean forthcoming changes in the partnership. Dana does not believe there is any concern on that front. Neither space is big enough to house all the work we do – staff, our field gear, volunteers, meetings, records. Great to have 2 donated spaces.

There was also some discussion on seeking additional donations for operations since ongoing operations at Willamette space will have more cost to us than they do now.

Timeline:

- Locksmith on Monday to make keys
- C. Ruff and D. Ponder offer to work on IT needs
- Continued search for furnishings now and in June
- Occupancy in mid-July

Approval to sign the lease was discussed. Some discussion on what the reasonable risk would be and what the terms of the lease were if the council needed to move. Therese suggested we have an attorney look at the lease. Discussion of having time to make a decision if council needed to break the lease.

MOTION TO APPROVE signing lease for space at 15 E. 27th Ave., Eugene, OR 97405 pending attorney review by C. Ruff, seconded by A. Dickman. Approved unanimously.

D. Watershed Partnerships presentation by Dan Calvert, OSU PhD candidate

The board members enjoyed the slideshow and asked questions regarding the findings of Dan's research. There were comments on social learning, how landowners hear about the Council and their perceptions and motivations. Property tours as a great method of engaging landowners, and water quality as a

motivation for landowners (sometimes more than fish) were part of Dan's findings.

E. Watershed Boundary Update - Dana

Dana discusses the changes in the boundaries of the local watershed councils and shows the areas that are presently not within the boundaries of current watershed councils. Councils could work together and incorporate more land to work with, including urban areas, in order to have more impact or at least avoid duplicate effort. In the north, Marys River and Long Tom have figured out how to divide up the areas of Willamette, with MOU to work together to make sure we have good communication and service to landowners. In the metro area of Eugene Springfield, and along Willamette, Long Tom, McKenzie, and Mid Forkr watershed councils are discussing same, plus urban components (education and project work). Coast Fork has been invited to all conversations as well, and gave early feedback and okay on Long Tom's initial boundary expansion.

Once any new boundaries are approved by the respective boards they go as an update to the Council (Annual Meeting, October), update to the County Commissioners (late Oct/early Nov), then update to OWEB during next granting process (Nov 2014). The board encourages adding additional areas within the new boundary that other councils are not claiming. Dana will host that conversation next.

MOTION TO ACCEPT changes to Long Tom Watershed Council boundary by C. Ruff, seconded by T. Walch. Approved unanimously.

Reports & Announcements

F. Staff Reports

- Urban Restoration & Stormwater position is being advertised and a hiring committee will be formed
- Sarah Whitney is doing Stormwater technical work with existing clients of LTWC Amazon program.
- Brenda and Fraser MacDonald are working on the Latino Outreach piece.
- Kate Widmer is doing the monitoring.
- Dana & Rob are covering all the other components.

G. Liaison Reports

None Given.

Meeting adjourned at 7:45

Minutes prepared by B. Cervantes, reviewed by Dana and Secretary Walch. Submitted by Secretary Walch.