

**Long Tom Watershed Council
Board of Directors Meeting
Thursday, September 4, 2014
751 S. Danebo Ave.
Eugene, OR 97402**

Present: Mike Brinkley, Steve Cole, Alan Dickman, Steve Horning, Beth Krisko, Jim Pendergrass, David Ponder, John Reerslev, Charles Ruff, Deborah Saunders Evans, David Turner, Therese Walch (12)

Absent: Cary Hart, Sue Kacskos (2)

Staff: Dana Dedrick, Rob Hoshaw, Sarah Whitney

Guest: Lindsay Reaves

Volunteer Guest: Ephraim Payne

Meeting called to order at 5:36 p.m. by Deborah Saunders Evans, Chair

Roundtable Introductions for new staff member Sarah Whitney

Business

- A. **Approve July 2014 Board Meeting Minutes** – *Secretary Walch*
Secretary Walch suggested some changes that have already been reflected in the minutes. No further comments.

MOTION TO APPROVE July Board of Directors Meeting Minutes by T. Walch, seconded by J. Pendergrass. Approved unanimously.

- B. **Approve June 2014 Financial Reports** – *Treasurer Brinkley*
Normally the board would be asked to approve the financial reports both for June and July since there was no board meeting in August. Since board members have not had an opportunity to review July financials, those will be approved in October.

It was requested that we bring the a budget update for the office space on Willamette St. to the board and create a line item for that office space in financial reports.

ACTION ITEM: David Ponder will provide guidance on setting up IT at the Willamette office space.

MOTION TO APPROVE June 2014 Financial Reports by D. Turner, seconded by D. Ponder. Approved unanimously.

C. Committee Reports

1. Nominating Committee - *Mike, Deborah, Jim, and Dana*

Progress is being made to recruit new board members to be elected as a slate at the Oct 23 Annual Meeting. See agenda packet background for more information on the individuals being pursued for board service. At this time, it seems we have two people committed to joining or extending their service in Lindsay Reaves and David Ponder, respectively. Paul Atkinson and Nikos Ridge are likely going to decline board service at this time, but will remain involved in other areas and would like to be considered again in the future.

2. Operations Committee – *Jim*

The Operations Committee met on July 16 to review proposed changes to three Council restoration policies, including the Contracting & Procurement Policy, Landowner Stewardship Policy, and Herbicide Policy. The update of that meeting to the board is in the board packet background. Key Points:

- Master Contract limits were extended to \$50,000 for regular master contract work, and \$100,000 for engineering contracts, respectively.
- Contracting Policy exceptions will still be brought to the board.
- Ops Committee felt comfortable giving staff the flexibility to decide on implementing a landowner bond on a case-by-case basis.
- The changes to the herbicide language were too specific and sounded a bit defensive. Rob and Eric Wold are meeting to review how the City structures its policy.

There was discussion around the need of finding a grant that could pay for restoration project stewardship, and use that funding as a way to build stewardship into the long-term budget. The board wished to revisit this topic.

There was some discussion of the herbicide policy and what integrated pest management entails. Dana committed to checking in with interested Board members to get their input prior to finalizing the updated policy. Therese asked for clarification of the Board's role in revising these policies. Dana responded that the Board previously delegated authority to the Ops Committee for revision to operations-related policies. The next step in the updating of these policies is to review the next round of updates with Operations Committee, and then Ops Committee will report back to the full board as necessary.

D. Proposed Bylaws updates

Details in agenda background. Important changes discussed at the board meeting:

1. Article 1: Purpose: Mission statement revision to reflect expanded geography. Mission will be changed to (**changes in bold**)

*“The Long Tom Watershed Council serves to improve water quality and watershed condition in the Long Tom River basin **and surrounding Willamette River drainages** through education **and collaboration** among all interests, using the collective wisdom and voluntary action of our community members.”*

The question arose whether it’s necessary to explicitly include the word “education” as it’s alluded to implicitly in the rest of the mission statement’s language. Some board members felt that education was a key aspect of LTWC’s mission and deserved explicit mention.

2. Article 2.2 Board Membership – new language will read:
“The Board of Directors shall include a diverse range of geographic areas and community interests in order to engage a balance of interested and affected persons within the watershed and surrounding area.”
3. Article 4.1 Regular Board Meetings – clarification of minimum meeting frequency required by OWEB.

“Regular meetings of the Board of Directors shall be held at a minimum quarterly, at the time and place to be determined by the Board. No other notice of the date, time, place, or purpose of these meetings is required.”

It was noted that the numbering of the sections in the bylaws aren’t consistent. This is something staff can fix without affecting the content.

ACTION ITEM: Steve Horning will present the bylaws changes and new watershed geography with Dana to the Benton County Commissioners.

ACTION ITEM: will present the bylaws changes and new watershed geography with Dana to the Lane County Commissioners.

MOTION TO APPROVE present changes in bylaws for approval by the Long Tom Watershed Council membership at the October 23,

2014 Annual Meeting by A. Dickman, seconded by C. Ruff. Approved unanimously.

E. Paperwork Moment

Board members turned in their match forms for volunteer hours.

Program Business

F. Annual Meeting & Celebration Discussion - Rob

Rob introduced the handout that outlined the menu, sponsors, agenda, and roles for the evening. More detail included in the agenda packet background. The total for sponsor donations is up to \$3,100 in cash and \$1,000 in-kind. Everyone who will receive an award will get a gift. Photos of the awardees and our work will be on slideshow during the happy hour portion. There will be five posters to highlight major areas of our work.

Key idea to ensure we personally invite partners who have worked with us in our program (e.g. Dave Saez of Centro; Dan Kent of Salmon Safe).

Will also bring a sandwich board sign for parking and have parking volunteers.

Board recommendations:

- **Outreach** - Add venue address and a better way to name the facility to outreach materials
- **Flyer** - Add a caption under the photo to the flyer. Ephraim will take a new picture.
- **Posters** - For the Cutthroat Migration Study, we could also include restoration efforts on Bear and Ferguson Creek as interrelated topics.
- **Food** - Have food stations at each poster display. Charles recommends adjusting the food menu a bit more, but is comfortable with the amount of food. Idea that perhaps we don't need to call it "hors d'oeuvres" since there's so much food.
- **Program** - Vet's club was successful; template is similar but 30 minutes for Stan Gregory will expand agenda, as well as business portion, by about 30 minutes. Recommendation to switch Stan to the end of the program and move the Mountain Rose Herbs award up to the end of the watershed awards segment. Put staff wave at the beginning of the program. Jim will call them by name and area of expertise. At the end, thank venue host and sponsors. Have a soft fundraising ask, e.g. "Each one of you is a piece of our funding picture, and the community donations are what help bring in grant dollars" (introduce Annual Report, donation

slips and envelopes, and Business League sponsorship). “We appreciate any donations tonight! Thank you.”

- **Roles** – Lindsay & Charles – awards. Jim MC. Steve Horning will introduce Stan. People were comfortable with the roles Rob had assigned.
- Make sure to add outgoing board members being recognized (Steve Cole, Sue, Beth)

G. Public Meeting Thoughts

- Surprised at number of people – great attendance
- People are curious about learning what goes on at a working tree farm
- Alan invited 3 people and they all came.
- Great speakers, diverse people
- Interesting topic – how does forestry industry interplay with watersheds.
- Lots of misinformation – lots of questions were asked continuously.
- Speakers did a great job of explaining things at the appropriate scale (small tree farm)
- Each of the walks – people were interacting and changing groups.

Noted that businesses are also excited to go on a stormwater tour.

Reports & Announcements

H. Staff Reports

See new background for new contracts and other information.

I. Liaison Reports

Jim notes that GWMA (Groundwater Management Association) will be meeting soon and Jim will have a report back about that at one of the next meetings.

Dana invited Dennis Nelson to attend GWMA.

J. Action Items Report

- **Steve Horning will present the bylaws changes and new watershed geography with Dana to the Benton County Commissioners.**
- **John Reerslev will present the bylaws changes and new watershed geography with Dana to the Lane County Commissioners.**
- **David Ponder will provide guidance on setting up IT at the Willamette office space.**

I. October Board Meeting Date

There are some scheduling conflicts with standard October 2nd board meeting date. Asks board if they would prefer Oct 2nd or Oct 9th. If we do 10/2, Deborah and Dana can't attend. If 10/9, Beth, Mike and Jim aren't able to attend. Dana would appreciate moving the date to 10/9 so she can do the work for the board meeting. Board is comfortable moving the date to October 9th. Dana will send out actual meeting date.

Meeting adjourned at 7:30 by Deborah Saunders Evans, Chair