

Upper Willamette Soil and Water Conservation District

BOARD OF DIRECTORS MEETING

Tuesday March 10, 2020 3 pm

Public Meeting Notice was sent to the Register Guard, as required

ATTENDANCE:

DIRECTORS:

Al Hrynshyn, Chair
Ralph Perkins, Co-Chair
Abel Kloster, Director
Chuck Arrera, Director
Malcolm Wilson, Director
Mary Durfee, Associate Director
Eric Nusbaum, Associate Director

UWSWCD STAFF:

Dave Downing, Manager/Tech Specialist
Lily Leitermann, Conservation Specialist
Clarissa Berndt, Admin Specialist

NRCS Staff:

Tom Snyder, District Conservationist

Sydney Nilan, Upper Willamette Stewardship
Network Coordinator

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1. The meeting was called to order at 3:03 pm by Al Hrynshyn
 2. The Pledge of Allegiance: was recited by all in attendance, except Clarissa
 3. Call for Public Comment: none
 4. Action Items:
 - A. **Review & Adoption of March 2020 Agenda:** Ralph moved to approve the agenda with the following amendments: Add Action Item to appoint Mary Durfee to the Zone 2 Director Position/ Chuck seconded the motion / motion unanimously carried.
 - B. **Appoint Mary Durfee to the Zone 2 Director Position:** Ralph moved to appoint Mary Durfee to the Zone 2 Director Position for the Upper Willamette Soil & Water Conservation District / Chuck seconded the motion / motion unanimously carried. The oath of office was then conducted: Al read the oath of office to Mary, and she repeated it. The oath of office was then signed and returned to Clarissa.
 - C. **Review BOD Minutes – February 2020:** Ralph moved to approve the February Minutes as presented / Al seconded / motion unanimously carried.
 - D. **Review Financial Reports – February 2020:** Chuck moved to accept the financial reports as presented / Malcolm seconded the motion / motion carried unanimously.

- E. **Approval of Amended 2019-2020 Budget:** All board members in agreement to amend the budget as presented. All signed the amended budget.
 - F. **Review and Approval of 2020 Annual Meeting Minutes:** Ralph moved to approve the minutes as presented / Mary seconded the motion / motion unanimously carried.
5. Announcements/Correspondence
- A. No announcements to be made
6. Guests:
- A. **Sydney Nylan:** Mentioned a booth opportunity at the Willamette River Festival in Alton Baker Park on Aug 22nd. Also mentioned an opportunity for the district to volunteer at the Clean Water for Great Brews event on April 25th. Discussion ensued regarding creating a shared calendar with community events enabling the board to pick which events they would like to volunteer their time at. Clarissa will implement a calendar and invite all board and staff to edit.
7. Unfinished Business
- A. **Revenue Enhancement Committee Update:** Lily discussed the REC meeting held on Feb 27th – there was a good turnout; discussed the personal and organizational contributions/benefits expected/restrictions for each member and compiled the results. Discussed creating MOU's. In recognition of what the Stewardship Network has contributed to the District in the way of Sydney's time, Chuck moved to make a donation to the Stewardship Network to help in a small way with the expense of Sydney's time / Ralph seconded the motion / discussion regarding amount of donation / all voted yes to approve a \$500 donation.
 - B. **Upper Willamette Upper Siuslaw update:** Dave mentioned that the 2nd proposal for the NWQI has been approved and that we will be working with the Long Tom to complete the work.
 - C. **DHM Research update:** Dave handed out the final report from DHM for the board to take home to review before we meet with Tony from DHM to discuss. The board decided to schedule a special meeting on March 24th at 2 pm solely to discuss the survey results. Dave also mentioned the need to begin rolling out a marketing plan for the district to raise awareness within the community as to who we are and what we do. Ralph made a motion to approve up to \$8,000 for marketing materials and staff time / Mary seconded / Motion unanimously carried.
8. New Business
- A. **NRCS Civil Rights Responsibilities for Partners:** moved to April board meeting.
9. Staff Reports
- A. **Tom Snyder-** See attached report.
 - B. **Dave Downing-** See attached report.
 - C. **Lily Leitermann-** See attached report. Discussed current progress on NWQI.
 - D. **Clarissa Berndt-** See attached report. Discussed QuickBooks update needed.

10. Director Reports

- A. Al Hrynyshyn:** Will be emailing the board members with a survey to get each board member's thoughts on the district direction. Also discussed the need to put together a press packet for the media.
- B. Gary Jensen:** Absent.
- C. Ralph Perkins:** Ralph reported on the latest meeting of the McKenzie Watershed Council.
- D. Chuck Arrera:** Shared the upcoming Coast Fork native tree planting on March 18th (part of Watershed Wednesdays events).
- E. Abel Kloster:** The district is sponsoring the Ag BioDiversity conference happening on April 3rd. The logo has been placed on the flyer and Abel will be covering a table there. The District has also received an invitation to apply at the Country Fair within Energy Park, and Abel asked for the staff's assistance in applying for that.

11. Items for Next Month's Agenda- April 7, 2020

- A.** Revenue Enhancement Committee update
- B.** NRCS Civil Rights Responsibilities for Partners
- C.** Lane County Fair Booth opportunity
- D.** Calendar of Events

12. Adjournment: With no further business the meeting was adjourned at 4:57 pm.

APPROVED