

Upper Willamette Soil and Water Conservation District

BOARD OF DIRECTORS MEETING

Tuesday May 12, 2020 3 pm

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

ATTENDANCE:

DIRECTORS:

Al Hyrnyshyn, Chair
Ralph Perkins, Co-Chair
Gary Jensen, Treasurer
Abel Kloster, Director
Chuck Arrera, Director
Malcolm Wilson, Director
Mary Durfee, 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
Guest: Sydney Nilan, Upper Willamette
Stewardship Network Coordinator

-
1. The meeting was called to order at 3:00 pm by Al Hyrnyshyn

Agenda was reviewed. Ralph moved to approve agenda as presented / Mary seconded the motion / no additional discussion / motion unanimously carried.

2. **Call for Public Comment:**

- A. Sydney Nilan: Welcomed by the board.

3. **Action Items:**

- A. **Review BOD Minutes – April 2020:** Abel moved to approve the April Minutes as presented / Malcolm seconded / no further discussion / motion unanimously carried.
 - B. **Review Financial Reports – April 2020:** Malcolm moved to accept the financial reports as presented / Ralph seconded the motion / general questions regarding how to understand different reports were asked and answered / motion carried unanimously.
 - C. **Personnel Committee Recommendation –** Dave's annual review was presented by Al. Board expressed appreciation and commendation for Dave's leadership and work. Committee recommends 3% wage increase. Ralph made a motion to approve the wage increase / Gary seconded / no further discussion / motion carried unanimously.

- D. **Lane County Works Letter** – Board agrees with letter, Dave will sign off and send it.
- E. **2020-21 Budget** – Mary made a motion to accept the operating budget as presented for the 2020-21 FY / Chuck seconded / board discussed the different budget categories / all approved / motion carried unanimously.
- F. **2020-21 Annual Work Plan** – Dave discussed changes for this year’s annual work plan. Board asked a few questions regarding specific work planned. Malcolm made a motion to accept the annual work plan for 2020-21 / Al seconded / no further discussion followed / all approved / motion carried unanimously.

4. **Director Reports**

- A. **Al Hrynshyn:** Long Tom got their payroll protection approved. There is still a lot of uncertainty due to the decrease in lottery revenues. DEQ grant approved and OWEB grant approved.
- B. **Ralph Perkins:** MWC just submitted their PPP proposal. Unsure on budget at this point. This year’s projects look like they will be going forward for the most part, but unsure about future projects.
- C. **Gary Jensen:** Governor brought out 3 phases to reopen the community; this may mean being back in the board room to do our meetings soon.
- D. **Abel Kloster:** Received an invitation email from the national agroforestry center (USDA) to apply for grant. Spoke to Sydney and district staff about it and decided to apply for it. Will work with a number of producers around the area to highlight agroforestry strategies in urban areas for biodiversity. They are funding 2-4 projects around the country so it may be a long shot, but if we receive the funding, it would be a great project for the district to be involved in. Agreed to be the lead and project manager for this application/project. Will meet with staff to go over application.
- E. **Mary Durfee:** Attended PWP and REC zoom meetings. Discussed possible avenues for outreach within various sectors of the community.
- F. **Chuck Arrera:** Mentioned the need for good internet in rural areas for producers.
- G. **Malcolm Wilson:** Nothing to report.
- H. **Eric Nusbaum:** Was late to arrive to meeting due to other meetings. Joined after staff reports.

5. **Staff Reports**

- A. **Dave Downing:** See attached report for March. Willing to answer any questions regarding staff report submitted.
- B. **Lily Leitermann:** See attached report.
Was able to get out in the field for riparian assessments recently. Nice to be able to do field work without risk of social contact right now.
- C. **Clarissa Berndt:** See attached report.
Discussed financial report changes and Quickbooks fixes that were made within the last month. Also mentioned poster contest changes – due date changed to June 1st to give parents/students/teachers more time to finish posters due to current circumstances; also changed submission requirements to photos of posters rather than actual posters being turned in to limit contact.
- D. **Tom Snyder:** Nothing new to report.

6. **Announcements/Correspondence**

- A. None

7. **Unfinished Business**

- A. REC Update / Tax Base Discussion – Lily & Sydney: Good meeting with the partners. Most important topic discussed is how everyone feels with the current

situation, and what their comfort level is regarding moving forward with a tax base. Largely positive response from all that we should continue moving forward on the same track whether or not the tax base remains the goal or not. Also looked at what we our next steps are. Discussed a virtual marketing and awareness campaign. Also waiting for DHM presentation to answer questions. Dave encouraged all board members to attend presentation tomorrow if possible.

- B. Virtual Marketing Campaign – Lily: It was determined at the REC meeting that we can't do in-person marketing at this time. Looking into getting proposals from various marketing agencies to see what our options are with our current budget and what we can expect moving forward. Clarissa will be putting together an RFP asking for an immediate short term plan as well as long term plan and the budget levels that go along with them. We are also looking into ways that we all can be engaged with outreach right away and the district will be opening an Instagram account for us to share photos/short videos. Encouraged all to participate and send staff their photos to share.

8. *Items for Next Month's Agenda- June 9, 2020*

- A. Revenue Enhancement Committee update & Tax Base discussion

- 9. Adjournment: With no further business the meeting was adjourned at 5 pm.

APPROVED