



UPPER WILLAMETTE

SOIL & WATER CONSERVATION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Tuesday Sept 8, 2020 3 pm

Public Meeting Notice was sent to the Register Guard

ATTENDANCE:

DIRECTORS:

Gary Jensen, Treasurer
Abel Kloster, Director
Malcolm Wilson, Director
Mary Durfee, Director
Chuck Arrera, Director
Eric Nusbaum, Assoc. Director

UWSWCD STAFF:

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

Guests:

Burke Hansen, City of Coburg

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1. The meeting was called to order at 3:13 pm by Gary Jensen.

Agenda was reviewed. Clarissa added Wild & Scenic film Festival to Action Items as 6B. Chuck added Poster Contest under New Business as 7A. Gary moved to approve agenda as amended / Mary seconded the motion / no additional discussion / motion unanimously carried.

2. **Call for Public Comment:**

- A. None present.

3. **Action Items:**

- A. **Review BOD Minutes – July 22, 2020:** Al moved to approve the July 22, 2020 Work Session Minutes as presented / Ralph seconded / no further discussion / motion unanimously carried.

- B. **Review Financial Reports – July 2020:** Clarissa presented a new fund balance spreadsheet that shows the current cash standing as well as the standing for each current grant. The board requested the WVCWA line be removed, and add a column with the starting grant balance. Changes will be made and shown on the September spreadsheet. The other financial reports were reviewed. There was a correction needed on Budget v Actual P&L statement – the 20-21 budget needs to be frontloaded. Correction will be made so August P & L will be accurate. Mary moved to accept the financial reports as



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amended / Chuck seconded the motion / no further discussion / motion carried 6-1 with Director Wilson voting no.

- C. **District COVID Policy:** Discussed the COVID policy that was drafted for the district. This will be a fluid document, and will be changed as we receive new direction from local health authorities. Al made a motion to approve the COVID policy as presented / Ralph seconded / no further discussion / motion carried unanimously.

4. **Director Reports:**

- A. **Al Hrynshyn:** Al offered to fill Gary's spot on the SWCC; will wait and see what happens.
- B. **Ralph Perkins:** OWEB funding looks like it will be down by a third. Updated SWCD on the current activities of the MWC.
- C. **Gary Jensen:** Stepped down from MWSC and SWCC. Commented on the state of the current fire season.
- D. **Abel Kloster:** The agroforestry grant was denied, although they mentioned that it was in the top five. May be more funding possibilities for urban ag grants in 2021.
- E. **Mary Durfee:** Working on spreading awareness of who we are and what we do.
- F. **Chuck Arrera:** Asked about messaging for raising awareness, to share with the public.
- G. **Malcolm Wilson:** Reached out to Springfield City Council with district awareness messaging. Discussed the questions he got back. Asked for a map of the districts in the state that have tax bases – directed to OACD website.
- H. **Eric Nusbaum:** Funk/Levis filmed a soil testing video in his urban garden this morning. State just released lottery funds for August – down, but better than expected.

5. **Staff Reports:**

- A. **Dave Downing:** See attached report. Thanked Eric for allowing Funk/Levis to film in his backyard. Discussed the Funk/Levis videos that are planned – soil testing with Dave, water quality/PWP programs with Lily and Karl (EWEB), and fire protection with Alex (ODF).
- B. **Lily Leitermann:** See attached report. Filming with Funk/Levis tomorrow with Karl. Working with staff on website content updates for Funk/Levis. 3 properties signed under protection (~120 acres) by September.
- C. **Clarissa Berndt:** See attached report. Working with Funk/Levis and staff on digital marketing as mentioned. Latest round of COVID funding was just released; the district will be applying this round.
- D. **Tom Snyder:** Discussed his work on contracts and allocating funds.

6. **Announcements/Correspondence:**

- A. **MWSC:** Gary shared that his seat is open if any are interested; Malcolm volunteered to fill the vacancy.



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- B. **OACD Dues Letter:** Dave shared the email received from OACD requesting dues from all districts. The BOD feels the same as in the past, and are not considering participating this year.
7. **New Business:**
- A. **Poster Contest:** Chuck wanted to take the lead with the poster contest this year. Clarissa shared that NACD provides the theme and marketing materials. Chuck will coordinate with Clarissa for the poster contest this year.
8. **Unfinished Business:**
- A. **REC Update:** Partners agreed to actively amplify district through social media and other means available. Al mentioned an update on the PAC – currently getting set up and organized.
 - B. **Funk/Levis Update:** Staff shared what is currently going on with the digital marketing campaign. Shared the current website design provided, as well as the draft of the Strategic Plan design. Asked for BOD thoughts on design – all preferred the Bleed edges of the Strategic Plan over the Margin edges; with regards to the website, BOD wanted to see more urban represented (suggestions included backyard gardens, aerial view of rivers with city in background). Staff will share BOD thoughts with F/L. Part of the digital marketing campaign will include materials for partners to share digitally. They will have the final plan for the campaign by next week or the following week.
9. **Items for Next Month's Agenda- September 8, 2020:**
- A. Personnel Committee Recommendation
 - B. Financial Statement Analysis Presentation
 - C. REC Update
 - D. Funk/Levis Update
10. With no further business the meeting was adjourned at 5:19 pm.