



# UPPER WILLAMETTE

SOIL & WATER CONSERVATION DISTRICT

## BOARD OF DIRECTORS MEETING MINUTES

Tuesday September 8, 2020 3 pm

Public Meeting Notice was sent to the Register Guard

### ATTENDANCE:

#### DIRECTORS:

Al Hymyshyn, 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

#### 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. PAC Update removed from agenda. Mary moved to approve agenda as amended / Malcolm seconded the motion / no additional discussion / motion unanimously carried.

2. No public comment

3. ***Action Items:***

- A. **Review BOD Minutes – Aug 11, 2020:** Meeting minutes were reviewed. Malcolm wanted to add to 6A that Gary's seat is open for the McKenzie Stewardship committee, and Malcolm volunteered for that. Chuck moved to accept the minutes as amended / Abel seconded / no further discussion / motion unanimously carried.
- B. **Review Financial Reports – Aug 2020:** Gary said there is a big improvement with Eric and Clarissa working on the financial reports. Malcolm moved to accept the financial reports as presented / Abel seconded / no further discussion / motion unanimously carried.
- C. **Personnel Committee Recommendation:** Mary made a motion to allow up to 4 extra hours a week for the Admin Specialist to take care of district outreach duties / Abel seconded / no further discussion / motion unanimously carried.



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- D. **Wild & Scenic Film Festival:** Clarissa discussed the festival. It is hosted by MRT but it includes all of the stewardship network partners. They invited us to join them this year. It will be virtual due to pandemic. Does the board want to be a sponsor this year? Sponsorship is \$500. Logo will be on all mailings and digital communication that will go out in mid-October. Event is November 19<sup>th</sup>. Mary moved to sponsor the festival / Malcolm seconded / no further discussion / motion unanimously passed.
4. **Director Reports:**
- A. **Al Hrynyshyn** – Absent due to wildfires.
  - B. **Ralph Perkins** – Absent due to wildfires.
  - C. **Gary Jensen** – All agencies are facing a lot of challenges. OSU Extension has done a great job at putting on virtual training sessions at no or low cost. There are two forestry sessions coming up he encouraged others to attend.
  - D. **Abel Kloster** – No updates at this time.
  - E. **Mary Durfee** – No updates at this time.
  - F. **Chuck Arrera** – Invited to make a presentation at Earthkeepers this Wednesday.
  - G. **Malcolm Wilson** – No updates at this time.
  - H. **Eric Nusbaum** – Nothing to report on district business at this time. ODA submitted 21-23 budget with 5 and 10% reductions. Discussed what those reductions would look like. ODA is still working at a much reduced capacity.
5. **Staff Reports:**
- A. **Dave Downing:** See staff report – nothing to add.
  - B. **Lily Leitermann:** See staff report – nothing to add.
  - C. **Clarissa Berndt:** See staff report – nothing to add.
6. **Announcements/Correspondence:**
- A. **Update on Director Elections:** Dave received confirmation from ODA that Chuck and Ralph will be on the ballot. Zone 2 will show as vacant and Mary will be a write-in candidate.
7. **New Business:** None.
8. **Unfinished Business:**
- A. **Promotional Products:** Chuck's wife is helping with ordering promotional products.
  - B. **Funk/Levis Update:** Strategic Plan completed and has been sent to the Board. All videos are completed. Website is up and running. Lily discussed the digital marketing plan from Funk/Levis.
  - C. **REC Update:** No REC meeting for September.



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**9. *Items for Next Agenda- Oct 13, 2020 @ 3 pm:***

- A.** REC Update
- B.** Funk/Levis Update

**10.** With no further business the meeting was adjourned at 4:02 pm.

APPROVED