



# UPPER WILLAMETTE

## SOIL & WATER CONSERVATION DISTRICT

### BOARD OF DIRECTORS MEETING MINUTES Tuesday, December 14, 2021 3:00 pm - **Approved 1/11/2022** Meeting held via Zoom

Directors Present: Al Hrynyshyn, Gary Jensen, Chuck Arrera, Ralph Perkins, Malcolm Wilson, Abel Kloster, Mary Durfee. Staff Present: Lily Leitermann, Clarissa Berndt, Dave Downing, Victoria Fischella, Sasha White, Daniel Dietz. Partners Present: Tom Snyder, NRCS. Public Present: None.

**1. A. Call to Order:** The meeting was called to order at 3:00 PM by Chair Hrynyshyn.

**B. Approval of Agenda:** Chair Hrynyshyn asked if there were any amendments to the agenda. Dave mentioned that Sydney and Eric will not be attending today, but Sydney's report is attached to the packet. Director Wilson requested to take a few minutes at the end of the meeting. Chair Hrynyshyn added that to the agenda under 6A. **[Director Kloster joined the meeting at 3:02.]** Director Arrera moved to approve the agenda as amended, and Director Wilson seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.

**2. A. Approve Board Minutes [Nov 9, 2021]:** Chair Hrynyshyn moved to approve the November 9, 2021 minutes as presented, and Director Durfee seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.

**B. Approve November Financials:** Director Jensen summarized the standing of the financials at this time, and deferred to Clarissa explain the modifications to the previous financial reports, based on the recommendations of the CPA. Director Wilson asked when we are planning to pay off the Tax Anticipation Note, and Clarissa said the plan is to pay it by the end of this month. The board consensus was that they agreed with paying it off this month. Director Arrera asked the status of the CPA, and whether we were able to continue with him now that we will begin doing audits. Clarissa answered that it looks like we will still be able to have Maxwell as our CPA for another 2 years until he retires, but he will be drafting a new engagement letter with new costs. Director Perkins asked what the expected cost will be for an audit. Dave answered his guess was around \$25,000. Director Wilson moved to approve the financial reports as presented, and Chair Hrynyshyn seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.

**C. Leave of Absence Amendment Memo:** Director Durfee moved to approve the amendment to the leave of absence policy as presented, and Director Perkins seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.

**D. Social Media Policy:** Director Wilson moved to approve the social media policy as presented, and Director Kloster seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.

**E. Annual Meeting Resolution 08-2021:** Chair Hrynyshyn moved to schedule the 2021 Annual Meeting at 2 pm on Feb 8, 2022, and Director Perkins seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.

**F. Coop of the Year Nominees:** Dave and Lily presented their nominees for Cooperator of the Year: Dana Burwell and Sue & Kate McAlister. Director Perkins moved to approve both Dana Burwell and Sue & Kate McAlister as Cooperators of the Year, and Chair Hrynyshyn seconded the motion. With no further discussion, the motion was approved 7-0.

### **3. Committee Reports:**

**A. Finance Committee:** No meeting has been held. Next meeting will be scheduled in January.

**B. Personnel Committee:** Nothing to report.

**C. JEDI Committee:** Discussion of upcoming DEI staff trainings. Director Wilson and Director Durfee voiced their clear agreement of DEI work but want to see more on-the-ground action taken for minorities and communities in need rather than just talking about it.

**D. Projects Committee:** Committee decided there is a need to keep this committee, and re-established who is on the committee. The Projects Committee is as follows: Dave Downing, Lily Leitermann, Sydney Nilan, Director Wilson, Director Durfee, and Chair Hrynshyn.

#### **4. Staff Reports**

**A. Staff Report Summary:** Dave summarized staff's current work and encouraged board to read through the reports submitted.

**B. Projects Overview:** There is a lot of great work going on. Daniel and Sasha are out on the ground and working very closely with the property owners, scheduling fire fuels reduction work and erosion control mitigation. Fall integrative management treatments have been finished up on 47 properties. In the winter the NWYC will be getting started assisting with erosion control or manual invasive vegetation treatments. Lots of planning being done right now for the 2022 planting season, around late-January through March. MWC is hiring two more employees to assist with PWP work.

#### **5. Partner Reports:**

**A. NRCS:** Currently ranking approx. 20 EQIP applications, should be able to fund more than half of them.

**B. UWSN:** Sydney not present.

#### **6. Other:**

**A. Other Reports/Discussion:** Director Wilson wanted to discuss the possibility of helping the Watershed Councils with signs marking watershed changes, specifically Long Tom WC and Siuslaw, to help people think about the division of water and how it flows in our area. The Board mentioned that it would be a good item for the Projects Committee to research and pursue.

Director Perkins asked Dave where we were at with the fire prevention program, and how the District will be helping with that. Dave answered that it is looking like the need is for funding a tech on the ground to help with the work, and that is what the District is looking at filling.

**B. Public Comment:** No public comment made.

**7 A. Adjourn:** Chair Hrynshyn adjourned the meeting at 4:56 PM.

*All supporting documents mentioned in the minutes are a part of the official record, and are available upon request. Please contact the office at [admin@uwsxcd.org](mailto:admin@uwsxcd.org) to request copies.*

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