



## **BOARD OF DIRECTORS MEETING MINUTES – Draft**

Tuesday, June 14, 2022, 3:00 pm

Meeting held via Zoom

**Directors Present:** Mary Durfee and Ralph Perkins

**Directors Present Remotely:** Abel Kloster, Al Hrynshyn, Chuck Arrera, Malcolm Wilson

**Staff Present:** Dave Downing, Clarissa Berndt, Leslie Owens, Lily Leitermann, Nayt Boyt, Meridith McClure, and Sasha White.

**Partners Present:** Thomas Snyder, Sydney Nilan and Eric Nusbaum, Associate Director

**Public Present:** None

### **1. Call to Order:**

- a. Approval of Agenda: The meeting was called to order at 3:01 pm by Chair Hrynshyn. Chair Hrynshyn asked Director Perkins to lead the meeting, as he was at the meeting in person, and Director Hrynshyn was remoting in on Zoom. Director Perkins asked if there were any amendments to the agenda. Director Wilson requested we move the Coordination of McKenzie Flood Plain Restoration Tour discussion to just before the Action Items, as he had pertinent information to pass along and would not be in attendance for the full meeting. Dave Downing added a talking point to the Committee Recommendations section about a table at the Lane County Fair. Chair Hrynshyn moved to accept the agenda as amended, and Director Wilson seconded the motion, with no further discussion, the motion was approved with a vote of 6-0.
- b. Public Comment: Director Perkins asked if there were any comments from the public related to items on this agenda. Hearing none, Director Perkins moved on.
- c. Director Wilson announced the time and place to meet for the McKenzie Flood Plain Restoration Tour and let the Board know that Leslie Owens would forward on the information via email.

### **2. Action Items:**

- a. Board Minutes – [May 12, 2022]: Chair Hrynshyn moved to approve the minutes as presented, and Director Arrera seconded the motion. With no further discussion, the motion was approved with a vote of 6-0.
- b. May Financial Reports: *[Fund Balance Spreadsheet (for previous month); Checking Register (for previous month); LGIP Register (for year to date) - include the BvA graph and breakdown of taxes; Visa 1 Register (5041) (for previous month); Visa 2 Register (6531) (for previous month); Balance Sheet - as of Previous Month; Rev & Exp - General Fund (previous month) (this is a P&L); Budget v Actual - Gen Fund (current fiscal year through previous month); Rev & Exp - Special Rev Fund; Budget v Actual - Spec Rev Fund; Rev & Exp - Reserve Fund; Budget v Actual - Reserve Fund; Fund BvA Graphs - BvA for Current FY through end of last month; Program BvA Graphs - Current fiscal year to last month]* Director Durfee moved to accept the May financial reports as presented, and Director Kloster seconded the motion. With no further discussion, the motion was approved with a vote of 6-0.
- c. Review/approve Policy for Employee Appraisals: Discussion to approve the new Policy ended in the need to table the discussion until further notice. Debate over the wording on the policy to include “annually” was had by Director Arrera, Durfee, Clarissa Berndt, and Eric Nusbaum. Director Arrera motioned to table the topic, with Chair Hrynshyn giving the second. The motion passed with a vote of 6-0.
- d. Public Hearing Meeting Minutes – [May 10, 2022]: Chair Hrynshyn moved to approve the minutes as presented, and Director Durfee seconded the motion. With no further discussion, the motion was approved with a vote of 6-0.
- e. Budget Committee Minutes – [April 19, 2022]: Director Wilson moved to approve the minutes as presented, and Director Jensen seconded the motion. With no further discussion, the motion was approved with a vote of 6-0.
- f. Resolution No. 01-2022: to adopt the budget, make appropriations, and impose and categorize the property tax for fiscal year 2022-2023. [see resolution]
  - i. Resolution adopting the budget: Director Arrera motioned to accept this portion of the resolution as presented; Chair Hrynshyn seconded the motion; the motion was approved with a vote of 5-1; with Director Wilson opposed.

- ii. Resolution making appropriations: Chair Hrynyshyn motioned to accept this portion of the resolution as presented; Director Kloster seconded the motion; the motion was approved with a vote of 5-1; with Director Wilson opposed.
        - iii. Resolution imposing the tax: Chair Hrynyshyn motioned to accept this portion of the resolution as presented; Director Arrera seconded the motion; the motion was approved with a vote of 5-1; with Director Wilson opposed.
        - iv. Resolution categorizing the tax: Director Arrera motioned to accept this portion of the resolution as presented; Chair Hrynyshyn seconded the motion; the motion was approved with a vote of 5-1; with Director Wilson opposed.
3. **Committee Reports & Recommendations:**
  - a. Each Committee gave a brief recap their last meetings [See Committee Meeting Minutes].
4. **Staff Reports:**
  - a. Dave Downing gave an overview of the reports for the month of May. *[See district staff reports]*
  - b. Programs Overview: Sydney Nilan and Lily Leitermann gave a presentation on the strategic planning of the programs for the District and an overview of how the process flows. *[see attached paperwork]*
5. **Partner Reports:**
  - a. NRCS: Thomas Snyder gave an overview of what the NRCS has been doing within the last month.
6. **Other Reports/Discussion:**
  - a. Discussion: none
  - b. Public Comment: no public present
  - c. Adjourn Meeting: Director Perkins adjourned the meeting at 4:21 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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