



UPPER WILLAMETTE
SOIL & WATER CONSERVATION DISTRICT

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BOARD OF DIRECTORS MEETING MINUTES – Approved 8/9/2022

Tuesday, July 12, 2022, 3:00 pm
Meeting held via Zoom

Directors Present: Al Hrynyshyn, Ralph Perkins Gary Jensen, Chuck Arrera

Directors Present Remotely: Abel Kloster, Mary Durfee, Malcolm Wilson

Staff Present: Dave Downing, Clarissa Berndt, Leslie Owens, Lily Leitermann, Nayt Boyt, Meridith McClure, and Daniel Dietz.

Partners Present: Thomas Snyder, Sydney Nilan

Public Present: Carl Morgenstern

1. Call to Order:

- a. Approval of Agenda: The meeting was called to order at 3:01 pm by Chair Hrynyshyn. Chair Hrynyshyn asked Chair Hrynyshyn to lead the meeting, as he was at the meeting in person, and Director Hrynyshyn asked if there were any amendments to the agenda Chair Hrynyshyn 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 7-0. Director Durfee joined the meeting at 3:05 pm.
- b. Public Comment: Chair Hrynyshyn asked if there were any comments from the public related to items on this agenda. Hearing none, Chair Hrynyshyn moved on. Director Kloster joined the meeting at 3:09 pm.

2. Action Items:

- a. Board Minutes – [June 12, 2022]: Chair Hrynyshyn 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 7-0.
- b. June 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 June financial reports as presented, and Director Kloster seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.
- c. Jack Schafroth gave a presentation on the OSGP, Oregon Savings Growth Plan, the board asked questions on the plan that is being considered for the District. No motions or decisions were made.
- d. Review/approve Updated Compassionate Leave Policy. Dave Downing asked Leslie Owens to discuss the changes made to the policy. Ms. Owens mentioned the changes were to make the language clearer and to add in a procedure for requesting compassionate leave. The policy as a whole did not change drastically. Director Arrera motioned to approve the policy updates, with Chair Hrynyshyn giving the second. The motion passed with a vote of 7-0.

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: Lily Leitermann gave an overview of how her last month had been going with turnover, training, and programs. *[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: SWCD Elections packets are on the website and available to print at the office for anyone interested. The tax based celebration is coming up. Handout was presented for responsibilities of committees; Board duties and responsibilities policy handbook was discussed as a possibility to add to the Districts policies.

- b. Public Comment: Carl Morgenstern joined in the discussions to announce that he'd like to run for the open position of At Large 2 on the Board in the next elections. Director Malcolm welcomed him and let him know he would be running unopposed. He is retiring and wants to rejoin the district. He let everyone know he'd be around for the upcoming meetings and just wanted to say hello.
- c. Adjourn Meeting: Chair Hrynyshyn adjourned the meeting at 5:00 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 to request copies.

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