



BOARD OF DIRECTORS MEETING MINUTES – Draft

Tuesday, September 13, 2022, 3:00 pm

Meeting held in hybrid fashion with in person and zoom options.

Directors Present: Al Hrynyshyn, Gary Jensen, Chuck Arrera, Malcolm Wilson, Abel Kloster, Eric Nusbaum

Staff Present: Dave Downing, Clarissa Berndt, Leslie Owens, Lily Leitermann, Cricket DeLoe, Meredith McClure, Victoria Fischella, and Daniel Dietz.

Partners Present: Thomas Snyder, Sydney Nilan

Public Present: Andy Burke

Quorum reached: 5/7 voting board members present

1. Call to Order:

- a. Approval of Agenda: The meeting was called to order at 3:01 pm by Chair Hrynyshyn. Chair Hrynyshyn asked if there were any amendments to the Director Jensen moved to accept the agenda as presented, and Director Wilson seconded the motion, with no further discussion, the motion was approved with a vote of 5-0.
- 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

2. Action Items:

- a. Board Minutes – [August 09, 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 5-0.
- b. August 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 Jensen gave an overview of where the District was at with their budget. The PWP Grant funding that came in the month of August was noted. Director Jensen moved to accept the August financial reports as presented, and Chair Hrynyshyn seconded the motion. With no further discussion, the motion was approved with a vote of 5-0.
- c. Retirement Plan Switch: Dave Downing gave an overview of the proposal to switch from Nationwide for the District's 457b retirement plan to OSGP – Oregon Savings Growth Plan, which offers more green options for employees and the district to invest in. Director Jensen motioned to accept the switch to the OSGP plan, with Chair Hrynyshyn giving the second. The motion passed with a vote of 5-0.
- d. Review Driving Policy. Dave Downing discussed the need for the policy and gave an overview of the policy to the Board. Questions were brought by the board regarding liability insurance and double checking our coverage. Clarissa Berndt looked up the coverage and shared it with the Board. Chair Hrynyshyn motioned to approve the policy, with Director Wilson giving the second. The motion passed with a vote of 5-0.

3. Committee Reports & Recommendations:

- a. Each Committee gave a brief recap their last meetings [See Committee Meeting Minutes].

4. Partner Reports:

- a. NRCS: Tom gave an overview of the past month and let the district know that he is looking for input on all programs that may be needed for the future, as NRCS will be getting more funding in to help meet the needs of the County.
- b. UWSN: Sydney gave an overview of the past month (see reports) and introduced Emma Garner from the RED team to give an overview of what the team has been doing recently (see reports) and answer any questions. Discussions followed.

5. Other Reports/Discussion:

- a. Discussion: Wage Scale being made public. There were no objections to posting to the district's website the wage scales, however, Associate Director Nusbaum pointed out that all our records are open to the public per request and in the respect to upkeep of the website, it may be a better option to put a blurb on the webpage that the wage scales are available upon request.

- b. Public Comment: Andy Burke introduced himself and let the Board know that he had interest in running for Zone 3 Director when the spot becomes available. The Board welcomed Andy and gave him resources to help aid his interest in joining the Board of Directors by asking Leslie Owens to send him all the information he needs via email, including contact information for the staff/board.
- c. Adjourn Meeting: Chair Hrynyshyn adjourned the meeting at 4:40 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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