



BOARD OF DIRECTORS MEETING MINUTES – Draft

Tuesday, November 8, 2022, 3:00 pm

Meetings held in hybrid fashion with an option to attend in person or virtually.

Directors Present: Al Hrynyshyn, Gary Jensen, Malcolm Wilson, Abel Kloster, Mary Durfee

Staff Present: Dave Downing, Clarissa Berndt, Leslie Owens, Lily Leitermann, Victoria Fischella, Alec Spencer

Partners Present: Tom Snyder, Sydney Nilan

Public Present: Andy Burke, Larry Myers

Quorum reached: 6/7 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 agenda. Dave Downing requested an intro from Alec Spencer, which was added in after public comment. Dave also requested to add in under Other: a recap from Victoria Fischella on the Conservation Opportunities Night and Director Jensen moved to accept the agenda as presented, and Director Durfee seconded the motion, with no further discussion, the motion was approved with a vote of 5-0.
- b. Public Comment: Chair Hrynyshyn welcomed Mr. Burke and Mr. Myers to the meeting. Chair Hrynyshyn asked if there were any comments from the public related to items on this agenda. Hearing none, Chair Hrynyshyn moved on.
- c. Introduction: Alec Spencer, the Districts newest Restoration Specialist, introduced himself to the Board and each board member welcomed him and introduced themselves.

2. Action Items:

- a. Board Minutes – [October 11, 2022]: *Director Wilson entered the meeting at 3:05pm* Chair Hrynyshyn 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
- b. October 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 the discussion over to Clarissa Berndt who gave an overview of where the District was at with their budget. Clarissa gave a recap of the findings from the Auditor and the lessons learned. Chair Hrynyshyn moved to accept the October financial reports as presented, and Director Wilson seconded the motion. With no further discussion, the motion was approved with a vote of 6-0.

3. Committee Reports & Recommendations: Each Committee gave a brief recap of their last meetings [See Committee Meeting Minutes].

- a. Finance: Nothing new to report; next meeting 11/14/2022 at 10:30am
- b. JEDI: New proposal from Aparna to discuss at the next meeting on 12/6/2022 at 10:00am
- c. Personnel: Chuck Arrera discussed the need to reevaluate the HR consultants and investigate the Districts options for Human Resources. He explained the need to take that responsibility off our Fiscal Manager's plate. Next meeting; 11/21/2022 at 10:30am
- d. P&G Development: Nothing new to report; Next meeting 12/6/2022 at 10:30am

4. Partner Reports:

- a. NRCS: Tom Snyder gave an update on the Funding for the NWQI that was not approved. He went on to explain that they are still waiting for answers as to why.
- b. UWSN: Sydney gave a recap of her monthly report. *[see UWSN monthly report]*

5. Other Reports/Discussion:

- a. Presentation: Lily Leitermann gave a presentation on what she learned at the Fire Wildfire Leadership Summit. *[see PowerPoint presentation].*
- b. Update: Victoria Fischella gave a brief update on the Conservation Opportunities Night which had a turnout of about 40 people as well as landed several site visits.
- c. Discuss:
 - i. Chair Hrynyshyn discussed his recent trip to the OACD Annual Business Meeting. *[see the OACD report from Chair Hrynyshyn]*

- ii. Dave Downing discussed the possible advantages of hosting the Board Meetings at a later time of day. Chair Hrynyshyn encouraged the Board to think about moving the meeting to later in the evening and suggested deciding at the December meeting.
 - iii. The Board settled on February 21st, 2023, from 6pm-8pm to host the Annual Meeting
- d. Public Comment: Andy Burke was asked if he was interested in becoming an Associate Director and Mr. Burke indicated that is something he is interested in. Chair Hrynyshyn explained the process for becoming an Associate Director and asked Mr. Burke to submit a letter of interest. Mr. Myers was also asked if he had any interest and Mr. Myers stated that he was not interested at this time but thanked Chair Hrynyshyn.
- e. Adjourn Meeting: Chair Hrynyshyn adjourned the meeting at 4:45 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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