

Long Tom Watershed Council
Board of Directors AGENDA
Thursday, May 7, 2015. 5:30 p.m.

Chair Jim Pendergrass

5:15 Dinner ready. 2 Cakes!

5:30 Introductions to welcome Kathryn.

5:45 Business

- A. Minutes: **Decision**: approve minutes from Apr Board Meeting – *Secretary Walch*
 - 1. Action Items Report
- B. Treasurer's Reports: **Decision**: approve reports for Mar – *Treasurer Brinkley*
 - 1. Budget to Actual FY15, Quarter 3
- C. Committee Reports: Resource Development, Amazon Outreach Committee
- D. MOU with McKenzie Watershed Council signed – *Chair Pendergrass*
- E. Paperwork moment: Your volunteer hours – *Secretary Walch*

6:00 Cake and gift to say “Goodbye & Hello” to Amanda Wilson

Break

6:20 Program Topics

- F. Council Meetings/Tours (15) – April debrief. May **Decision**: confirm Board hosts.
Input/Feedback: Annual Meeting: early idea. *Rob*
- G. Strategic Plan Update 2015 (30) – **Decision** – APPROVAL requested- *Dana*
- H. Presentation – Latino Outreach Program (20) – **Info** – *Brenda, Sarah, Kathryn*

7:25 Reports & Announcements

- I. Staff Reports – *Dana*
- J. Liaison Reports
- K. Action Items Report

7:30 Adjourn

Event – Taste the Watershed, Thurs, May 28 at Ninkasi Tasting Room (272 Van Buren St); event goes all day, coverage needed from 5-8 p.m.

Next Board Meeting: Thurs, June 4, 5:30 pm. Council office.

Next Public Meeting –

Tues, May 26. 6pm start (5:30 pm Board arrive), Tour at Kimes' Oak & Prairie Project

Business

- A. Meeting Minutes** - Board meeting minutes are attached. Secretary Walch will receive comments and changes at the meeting and ask for approval. Action items will be briefly reviewed for completion.
- B. Treasurer's Reports** – Financial reports are attached. Treasurer Brinkley will present the reports along with any changes or corrections that will be made, answer questions, and ask for approval.
- C. Committee Reports** –
- Resource Development – This committee will provide an update orally at the Board meeting. We'll have updated figure on donation revenue so far. A great step now will be to get to 100% Board giving, and to make some progress on our personal donation requests for this year's campaign. Once our development person starts, there will be a new round of relationship-building activity.
 - Amazon Outreach Team - Sarah is requesting a meeting of the Board members of this Committee. We would like to morph this team into Urban Waters and Wildlife Team, and brainstorm members and purpose.
- D. Paperwork moment** – Do your part for administrivia... Please be ready to record your volunteer hours/travel for the last month, or more if you missed a Board meeting.
- E. MOU with McKenzie Watershed Council** – Attached MOU (Memorandum of Understanding) has been signed by MWC board, and our Jim Pendergrass, at long last, after revisions to make it simpler and between LTWC and MWC. You will note that the format is a broad MOU, with your substantive comments incorporated from an earlier iteration, and then it references Joint Scopes of Work so that we can have written agreement of our arrangements for such things as sharing a Habitat Technician. We added a Joint Scope of Work for Christer's work, and are now working on a fiscal services Joint Scope.
- F. Council Meetings, Previous and Upcoming** – no background; we'll do this topic orally.
- G. Strategic Plan Final for Approval** – The final document, which is an update of our existing plan, has been reviewed by Board Members Therese Walch, Jim Pendergrass, Deborah Evans, David Turner, and hopefully Cary Hart. This does not mean they'll love every word of it! The final document is in edits by Dana and will be sent separately, with time on the Agenda to discuss and hopefully approve. The next step will be to build the 1 year work plan and budget for your review and approval in June.
- H. Program and Project Slideshows** – no background, please enjoy this learning opportunity.

Reports & Announcements

I. Staff Reports –

1. New Contracts.

- Grant Agreement with Meyer Memorial Trust for Years 7 & 8 of the Model Watershed Program. As the program ramps down, we elected to take 2 years of funding for \$112,100 now rather than smaller installments spread out over the next few years. This affords us more flexibility during our time of transition. The grant is effective from 4/1/15 – 3/31/17.
- Contractor Agreement with Nancy Holzhauser, Environmental Solutions, LLC, to perform monitoring and wetland enhancement recommendations for the Upper Coyote Creek project at the Kingzett site. Specifically, Nancy will collect data on the presence of wetland soils and plant communities, and summarize the data in a report and maps. The contract is effective through Dec 31, 2017.
- Cooperative Landowner Agreement with Pete Kingzett to accomplish oak and prairie habitat enhancement objectives on the Kingzett property. Effective period is from 4/15/2015 – 12/31/2017.
- Cooperative Landowner Agreement with Rodney Douglas, agreeing to complete invasive weed removal, planting native vegetation, and maintenance on his property along Owens Creek. The project period is effective through 2019.
- Cooperative Landowner Agreement with Scott Gray & Catharine Reinhart to complete installation of native trees and shrubs and maintain those plants on their property through 2019.

2. Hiring update

- *Development & Communications Director* – hired! We will welcome Clinton at the June Board meeting. He is here doing a 2-week orientation to the people and places of the Long Tom Watershed.
- This month we'll focus on welcoming Kathryn Rifenburg as our new Outreach and Education Specialist!

3. Collaborations update

- The Coordinator and a Board Representative from each of 3 councils – the McKenzie Watershed Council, Middle Fork Willamette Watershed Council, and LTWC - had another productive meeting (the first with MFWWC staff as well). We have filled out a staffing list in a shared document format to view each other's capacity, and have another meeting in the process of being scheduled. The next step would ideally be an understanding of the nature and timing of each other's work.

- Staff from the local organizations within Rivers to Ridges Partnership are meeting to develop a local leaders group within that Partnership to explore more opportunities for close collaboration in the region, as well as to discuss addressing a major OWEB funding opportunity dependent on effective Partnerships with joint goals.