

**Long Tom Watershed Council
Board of Directors Meeting
Thursday, September 3, 2015
751 S. Danebo Ave.
Eugene, OR 97402**

Present: Mike Brinkley, Alan Dickman, Cary Hart, Steve Horning, Jim Pendergrass, Lindsay Reaves, Charles Ruff, David Turner (8)

Absent: John Reerslev, Deborah Saunders Evans, Therese Walch (3)

Staff: Clinton Begley, Jed Kaul, Kathryn Rifenburg

Meeting called to order at 5:35 p.m. by Chair Jim Pendergrass

Business

- A. Approve June 2015 Board Meeting Minutes – *Secretary Walch***
Calls for any comments or changes. No changes suggested.

**MOTION TO APPROVE July 2015 Board of Directors Meeting Minutes
by A. Dickman, seconded by L. Reeves. Approved unanimously.**

- B. May 2015 Financial Reports – *Treasurer Brinkley***

Three months reports. Summaries:

May: Balance sheet \$664,500, net income was -\$42,006.

June: up from May to \$676,000, cash at end of period \$263,176

July: down to \$634,480; cash at end of period \$228,204

Questions:

- Not much contract activity in July? Lots of projects starting in August through October.
- What is the reason that our FY15 budget was not under by the original projection of \$50,000? We delayed hiring staff and we secured a couple smaller grants.

**MOTION TO APPROVE May Financial Reports by C. Hart, seconded
by C. Ruff. Approved unanimously.**

- C. Committee Reports (Key Highlights)**

Amazon Outreach Committee – *David*

Nominating Committee- *Jim*

- Therese is rotating off but has agreed to stick around until we find someone to replace her. Please be thinking about who we should nominate.
- Paula Laffety of SnowTemp is one option.
- Christine Vaughn, who runs Club 452, brings has event planning, fundraising, and development expertise. Used to be with United Way, now with Market of Choice.
- Greg Butler and Alyssa at Mountain Rose Herbs are no longer possibilities.

Question: How will we present this at Annual Meeting? We just will not vote since there is no candidate.

Resource Development – *Clinton*

- No proper meeting, individual meetings are happening. We have been getting input and figuring out how everyone wants to be involved.

Tech team- *Jed*

- Will be meeting Sept 23rd to review OWEB grant that Sarah Whitney is working on; would fund her time and the design of those projects.
- They will also review several grants Katie is working on (McKenzie River Trust property at Coyote-Spencer Wetland; Private land owner / wildlife refuge).
- Meeting will be held at Lane Council of Government facility downtown.

Small Grants Committee- *Mike Brinkley*

Mike Brinkley is on small grants committee and OWEB has released funds so they are ready to receive grant proposal. \$10,000 max

D. Annual Report – *Clinton, Jim*

Jim and Clinton introduced Annual Report. It was noted that admin expense has increased to 19%, which is due to increased occupancy expenses of Willamette Office (including the donated rent, which we must report), increased staff and payroll liabilities, and we had Heidi and Amanda working together for several months for fiscal training.

Question: Will Admin expense percentage increase or decrease? It should go down as we fundraise.

E. Fundraising Progress: Revenue Goals & Approach – *Clinton*

Clinton reviewed the progress of Business League, individual donations, and Annual Meeting donations.

- Received \$2,000 for business league in August
- Individual donors \$525.
- Taste of the Watershed at Hop Valley earned \$257
- Donations on top of Annual Meeting ticket sales: \$350
- Roughly \$550 extra today in donations from Annual Meeting

Question: Is the annual meeting budgeted to pay for itself? Yes, the ticket sales and celebration sponsor donations should cover come close to covering the cost, and we would ideally break even. This doesn't figure in the cost of staff time, of course.

Where do our current revenue projections come from, are they from past events? It's with how we best use our resources, and how much we get in return. It's noted that we've only been soliciting extra donations on top of tickets for the past 4-5 years.

Clinton presented the Business League documents that have been created. These included: cost analysis of staff time/resources to delivery of the business league, partner agreement, contribution policy, and how the Fish Tokens - employee stewardship and stormwater management will work. It was mentioned that LTWC can only provide a charitable receipt for the amount of physical goods we provide. He also touched on the Wildcraft Cider Works apple drive, for which LTWC will see 10% of the proceeds of cider made from the apple drive.

Questions:

- Where is the expense involved in some of these perks? Mostly Staff time.
- It seems that the Business League benefits are designed mostly for an urban business. Would the perks be considered for rural business folks too? Yes, they could be.

F. Summer Project Review – *Jed*

Jed discussed summer projects that the tech team is working on, projects complete, ongoing, and on top. Instillation of bridges, and culverts

- Upland/Wetland- fir removal, maintenance work at 16 riparian planting sites, Oak restoration and thinning
- Berm removal pictures
- Ludwigia removal

Program Topics

G. Annual Meeting & Celebration –Clinton

Clinton discussed the draft agenda and board member roles for the September 10 Annual Meeting & Celebration at Deck Family Farm.

Key comments:

- Board member roles
- Set up between 3-4pm
- Review agenda
- Announce awardee's who are present for each group

Action Item: Clinton will connect with Alan Dickman regarding announcing volunteers

Reports & Announcements

H. Staff Reports – Clinton

In background

I. Liaison Reports

None given

J. Action Items Report:

- **Clinton will connect with Alan regarding announcing volunteers at the Annual Celebration.**

Board members noted that they would like to see a board meeting held at the Willamette Street Office.

Meeting adjourned at 7:30 p.m. Chair Jim Pendergrass