



Minutes

Luckiamute Watershed Council

February 8, 2018, 7 p.m. - 9 p.m.

Volunteer Hall, 144 S. Warren St., Monmouth, OR 97361

Introductions:

Patrick Melendy, President, called the meeting to order. Other Board members present included David Ehlers, Mark Hazelton, Gail Oberst, Dan Farnworth; Guests: Wendy Hudson, Sharon Safina; and staff, Kristen Larson (ED).

- **ACTION:** Minutes –January 11, 2018 minutes were approved, time and attendance sheets were passed around

Business:

Executive Committee Report

Review OWEB Biennial Self-Assessment Responses – See attachment, Feb. 8, 2018 packet.

ACTION: Reviewed responses from the self-assessment, required by OWEB. See file in meeting packet. Council must choose 4 areas to OWEB to address during the coming biennium – Reviewed items, including the following, ranked 1 to 4 (4 is highest). The council chose to pursue the 4 **bolded** items, specifically because they fit into our priorities and work plan:

- Capacity assessments (financial skills, council ranked at (3))
- Organizational measurements or tracking – discussed monitoring projects, finances and events. Can we have measurable warnings and metrics that predict success and failure, Mark asked. Quality of output, predictive measures – is that possible? Kristen answers: We have simple metrics as we go through projects. Some grants have reviews. (2)
- Program relevance and integration – do we get sidetracked? Do we take advantage of opportunities. Council agreed that we are working to complete our mission. (3)
- Financial planning and budgeting, chose (3);
- **Standard operating procedures – (2) some procedures for finances, science tests. Patrick says he will bring in policy and procedure manuals. Students interested in volunteering to help create these? Ask Suzanne to include in WOU volunteer event Feb. 15**
- **Volunteer management – Ideas for how to recruit volunteers, chose 2. Need training.**
- Website – some improvement needed (3) has improved but interaction needed, Spanish needed.
- Organizational evaluation was ranked at (2)
- Community presence – was a (2)
- **Community involvement/engagement – ranked at (2)**
- Dependence on ED – too much, need more members, volunteers, staff, bring in recruitment also a (2)
- **Funding model – getting better, working on it (1)**
- Legal Help – (2)

Fundraising Committee

2018-2019 Meyer Memorial Trust Capacity Funding – Gail reports:

Capacity Grant – Meyer is donating \$10,000 to bolster capacity within the next two years. The FRC is discussing several ideas to use this money to generate more income. We have a month to get back to Meyer with a plan. Among ideas:

- Challenge grant
- Using the money to support events we already have planned.
- Contract with a professional who can coordinate our fundraising efforts and help us build efficient systems
- Visit with Long Tom and see what they are doing.
- Develop business contacts and donations
- Build a budget to include a variety of these ideas.

March 4 Gentle House Celebration

- Like Chocolate for Water competition – everyone welcome to bring a chocolate entry Numbered and votes, a prize to the winner (need to get a prize or 2!)
- Suzanne and Kristen will delegate other items -- Apples, fruit veggies, cheese and crackers
- Expecting 50 to 70 people; asking for RSVPs; discussed simple recognition and thank yous, especially to the Schecks and Joel.
- Music, fellowship, low-key alcohol, focus on thanking our Friends of LWC and building community / fun
- Links to invites to come; exclusive, not public, for Friends, collaborators and VIPs and prospective donors – board members welcome to invite people that you think could potentially be interested in connecting with the LWC (volunteer, donor, landowner, board / committee...) but invite with discretion please!

Donor Thank You's Help

Algorithm revisited – Instead of phone calls, the FRC suggests post card thank yous, personally signed by staff and council, to all cash contributors. Staff will distribute materials and assignments to each council member; 6 or 7 cards each to sign and send.

Other Fundraisers to come:

Local Waters – Plans underway to do it again, but scaled back, River Gallery discussion continues 10 a.m. Feb. 22, at Ann's house.

House parties – Several planned, for summer, but Tremaine and Gail Arkley are largest. Discussed possible format for that event, probably in July.

Treasurer and Finance Committee

December 2017 Monthly Report – See attachments C & D in the Feb. 8, 2018 board packet.

Gail asks about the status of Judy Bebee's replacement, Brad Tharp. Kristen said he is coming along.

Executive Director Report

Survey and Strategic Planning Update

Kristen thanks group for participating in planning with Shawn discusses calendar. Can we set 3-hour blocks instead of 2? June 4, July 30 and August 21.

Upcoming grant proposal(s)

- **ACTION:** The council approves potential application to the Autzen Foundation, if we eligible, to support Education/Outreach activities. We have previously submitted a grant OSU's Reser Foundation.

The LWC envisions communities working together to create vital, vibrant watersheds of thriving native fish populations and diverse, healthy habitats shared by people, plants and animals.

Model Watershed Intel Encore Fellow – See Attachment E in the Feb. 8 board packet

A program for retirees paid for by BEF and Meyer aimed at researching common problems shared by at least two councils, and how to help address those problems.

Including: Efficiencies discussed, shared work and equipment, event planning. Discussed example, JP project manager for three watersheds, with and a tech assistant, Tori, who now works in our watershed.

Willamette Anchor Habitat Working Group

Kristen has a powerpoint including history of the group, beginning with Willamette River Initiative in 2008, became the SIP Special Investment Partnership, then Bonneville joined the funding, 2010, became FIP (Focused investment Partnership) in 2015

The LWC is part of the working group.

Working group chose to stick to SIP focus – 6 years of funding for the LSNA, one project for flood plain reconnection.

But ... Partnership no longer has a leader. Kristen was asked to take a leadership role. About a .3 or .4 FTE, relatively secured funding from OWEB, but not completely funded.

She discussed pros and cons:

- Leadership role
- Time consuming
- Would have to restructure staff

Discussion: Worry about impact on council, support for Kristen’s personal endeavors, balance of work-life ratio thrown off; update to come.

Projects

<i>Application Pending</i>	<i>Recruit & Development</i>	<i>Design & Permits</i>	<i>Implementation</i>	<i>Maintenance & Monitoring</i>	<i>Notes</i>
		Expand the Benefit Site 2 (Little Luckiamute) Riparian Reveg	REVEG: LSNA Phase III, Expand the Benefit Site 1 (Luckiamute), MMT MW “LP3” Reveg ¹	REVEG: LSNA Phases I & II; Model Watershed Upper Luckiamute Phases I & II; Fencing/Reveg; Ash Creek	1 – Expand the Benefit Site 1 (main stem Luckiamute) and MW LP3 sites (LR, Pedee, Price, Plunkett) inter-planting in Feb.
OWEB Fall 2017 submission: restoration ²		LSNA Floodplain Reconnection Technical Assistance		OWEB Small Grants: Ritner Creek Park Enhancement & Willow Staking	2 – submitted; notice in April; Rankings released – likely to not get funded
Oregon Wildlife Foundation (OWF) & Western Native Trout Initiative (WNTI) ³		BLM Secure Rural Schools (Title II) – Survey / Design for S. Fork Pedee	Love Your Watershed Community Science Series (EnO committee)	OWEB TA - NetMap Modelling and Field Surveys & MW Culvert Assessment	3 – For cash match to OWEB Maxfield Creek Reveg proposal - OWF secured; WNTI Notice in

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		Enhancement			April / May
Reser Family Foundation – for 2018-2019 Love Your Watershed Series ⁴		OWEB Small Grants: Woods Creek culvert removal	OWEB - Knotweed Control Expansion (with ongoing outreach)	<u>MW – Instream Projects:</u> Maxfield Creek Phase II, Side Channel, Bridge Piers Modification; Upper Price Creek, Wolf Creek	4 – Submitted February 1, notice in June

Next Meetings/Upcoming Events

- Feb. 13 – EnO Committee, PSWCD office, 12:30 – 1:30pm
- Feb. 20 - EC Meeting, LWC Office, 3-5pm (**Note – new EC standing meeting time will be the last Wednesday of the month from 3-5pm, adjusted as needed for schedule conflicts*)
- Feb 26 – Finance Committee Meeting, LWC Office, 5 – 6:30pm
- **March 4 – Gentle House Celebration, 2-4pm**
- **March 8 - LWC Monthly Meeting, Volunteer Hall, Monmouth, 7-9 pm**
- March 15 – PRC meeting, 5:30 – 7:30pm, Location TBD
- March 17 – Luckiamute Rec Fair, The Grove Coffeehouse, 12-4pm
- March 29 – EC meeting, LWC Office, 3-5pm
- April 3 – Finance Committee, LWC Office, 5-6:30pm
- April 4 – Fundraising Committee, LWC Office 5:30-7:30pm
- **April 12 – LWC Monthly Meeting, Location TBD, 7-9pm (Possibly Kings Valley?)**

Upcoming Monthly Meeting Topics

Updated FY '18 Budget
 Nonprofit Training Debrief
 Fiscal policies revisited
 Update bylaws to reflect transition