

Luckiamute Watershed Council
Meeting Minutes

General Member Monthly Meeting

Location: LSNA Park Office, Buena Vista, OR

Date: February 13, 2013

Time: 7:00 to 9:00 pm

Attendance:

Voting board members: (consensus minus one) George Grosch (at large, President), Gail Oberst (Independence, Vice-Chair), Karin Nembach (Education, Secretary), Dan Farnworth (Treasurer), Stephan de Goey (PRD LSNA), Kelly Gordon (agriculture), Laura Hauck (alt. for Ron Nestlerode, at large)

General: Kristen Larson (LWC coordinator), Kirk and Judy Lewis, Rob Burns

Contractors: Peter Guillozet (project mgr)

7:00 -7:10 pm Call to Order and Introductions

Meeting Call to Order

Introductions – Guests and Council Members

Volunteer time and attendance sheet completed

Approval of Minutes: Members reviewed Jan 2012 minutes.

Changes to the minutes: none. Steve de Goey motioned to approve minutes with amendments, George Grosch seconded. **Decision:** Jan 2013 minutes approved.

7:10 – 7:30 pm Treasurer and Budget Committee

Dan

Taxes and payroll services provider – Barbara Murry at Administrative Insight has not renewed her contract for payroll services. The Steering Committee approved the hiring of Earl Horton to provide payroll service. His terms are \$30/month, including filing forms and doing taxes.

Gail Oberst wanted to stress to the Board and the Council that the Steering Committee acted out of necessity. Tax filings were due in a week; payroll reports in 2 weeks. The Steering Committee wants transparent operations and needs the participation of all Council members. So come to the meetings and give your opinions.

Peggy Nelson is revising budget to reflect back taxes owed due to employee claim, for all our grants.

In January 2013 we received \$1,000 from Benton Co. SWCD and we are determining the restrictions on this money, if any.

Decision: Dan Farnworth motions, " **that the Board move \$435.96 from the OWEB 212-058 Council Support grant line item for Fees to the Mileage and Travel line item.**" Stephan de Goey seconds. All are in favor, no abstentions, and no oppositions. Motion passes.

The Fiscal policy continues to be fleshed out by the finance committee and is moving forward.

Non-profit board training - recap of the seminar put on by the Financial Stewardship Resources Group. The Treasurer session at the Non-Profit Training emphasized the importance of the Balance Sheet and Income Statement to the Board, Dan is working on his own version for us. We have the notebooks from the seminar if you'd like to read up.

7:45 – 8:00 pm Coordinator’s Report

Kristen

Non-profit board training - recap of the seminar put on by the Financial Stewardship Resources Group- we have the notebooks from the seminar if you'd like to read up. Recap of the RRNW Conference – this was a technical, week long conference, with presentations on monitoring techniques, effects of beavers in stream habitat, and vegetation as a good method for riparian restoration as opposed to just focusing on the in-stream restoration processes, among other topics. OWEB Long Term Investment Strategy and Needs Assessment- next listening session is February 21, 2013

Burgerville in Monmouth, OR- partnership fundraiser- volunteers will bus tables and then the business shares 10% of the profits with our group. Please encourage everyone you know to come out and support our cause.

Decision – Chose April 2, 2013 as our date to volunteer. Volunteers needed to bus tables on this date.

8:00 – 8:15 pm Projects Update

Peter Guillozet

<i>Application</i>	<i>Recruit & Development</i>	<i>Design & Permits</i>	<i>Implementation</i>	<i>Maintenance & Monitoring</i>	<i>Notes</i>
<i>Pending</i>					
OWEB - Knotweed Control Expansion*	Side Channel Reconnection Permitting Design Build in March 2013	LSNA Phase II 180k worth of plants to be put in during February 2013	LSNA Phase I		* OWEB Review Team Site Visit on 1/4/2013 , Addt'l \$75k from OWEB SIP and \$50,000 from MMT for Plant Est. secured. ***Logs go in on Thursday
Maxfield Creek Phase II					

Projects are moving ahead.

Peter mentioned that Steve de Goey did a fantastic job of preparing the LNSA sight for a large planting project that is taking place there over the next ten days.

8:20- pm Steering Committee Report

George

Kristen’s 6 month probationary review- coordinator job description and the performance review- board members and all who interact with Kristen - please

complete this form and give to George by emailing him by the first week of March. Please include the attachments.
Update on Employee Claim- in process of discovery.

8:30 Review Draft Personnel Policy – Every three years boards should review their policies and update them if needed. We just finished a round of review. All our members contributed. Only have one more section to review at a later time (whistle blower policy). Kristen will go ahead and revise the recommended changes and bring the policy to the next meeting for final board approval.

8:50 – LWC Member Reports and Public Comments

Joel Geier – shared a project proposal. Buck brush grows profusely near the bottom of the LSNA. It is a reservoir of native upland plants; he wants to protect this area and is looking to garner support from the community at large. Looking for project sponsors.

Meeting is adjourned at 9 pm