

Washington Resource Conservation & Development Council

Board Meeting Minutes

March 7, 2017 | 9:30 a.m. – 2:00 p.m.

Attendees: Anna Lael, Kittitas Conservation District; Mike Tobin, North Yakima Conservation District (alternate for Frank Hendrix); Rebecca Wassell, Mid-Columbia Fisheries Enhancement Group (by phone), Ken Tolonen, Master Gardeners; Tom Coleman, Rabbitbrush Ranch; Reese Lolley, The Nature Conservancy; Ruby Irving, City of Yakima; Ryan Anderson, Brian Miller, Kara Karboski, Kirstin Taggart and Heather Hadsel, WA RC&D

1. Introductions

Reese Lolley called the meeting to order in Frank's absence at 9:30 am and introductions were made.

2. Agenda

No changes were made to the agenda. Rejuvenating the board membership was discussed briefly and was tabled until later in the meeting.

3. Minutes

The minutes from the October 18, 2016 meeting were reviewed. Two small corrections were suggested in the attendee list. *Mike made a motion to approve the corrections to attendee list. Tom seconded the motion with the approval of all present.*

4. Budget Reports

The WA RC&D financial reports for 2016 and 2017 through February were presented to the Board. The financials have been reconstructed by class, program and project, which will make it easier to generate more detailed reports. Net income for 2016 was \$70,468.02 of which some is carryover for a partially completed project with WSU. The need for a larger office space was discussed and the potential for new work for staff with a possible new hire. The board will discuss the matter at a future meeting.

Mike made a motion to adopt the balance sheet and Tom seconded the motion; motion carried.

5. Election of Officers and Bank Signatures

- President – Ken nominated Frank to remain in his position as President and Anna seconded the motion. Mike abstained from voting. Motion passed with the approval of all present.
- Vice President – Mike nominated Reese to remain in his position as Vice-President and Tom seconded the motion. Motion passed.
- Secretary/Treasurer – Becca has stepped down from the position. Tom said he is willing to serve for one year. *Reese nominated Tom and Mike seconded the motion. Motion passed.*

6. Policy Updates

Ryan presented an edited version of the bylaws that change the name of the organization from "South Central Washington Resource Conservation & Development Council" to "Washington Resource Conservation & Development Council". *Mike made a motion to approve the revised bylaws and Ken seconded. Motion carried.*

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The Accounting & Procurement Policy was updated based on uniform guidance for federal funding. Fiscal sponsors will also be required to follow these guidelines. We will train fiscal sponsors and partners on the new guidelines.

Mike made a motion to approve the changes to the Accounting and Procurement Policy. Tom seconded. Motion carried.

The Personnel Manual was updated with name change and the health benefits section updated to match current benefits. *Mike made a motion to approve the changes to the Personnel Manual and Anna seconded. Motion carried.*

7. Annual Report

A new report was presented to the board that includes a fiscal year financial summary to be finalized after the annual audit, as well as achievements on all the projects in 2016.

8. Presentations

North Yakima Conservation District and the Kittitas Conservation District both provided presentations to the board on projects taking place in the field, as well as planned projects. During lunch, the board viewed a video on Rural Reinvention.

9. Looking Forward

YTHAP – We are two years from the end of project funding and BPA is still deciding what's next.

WAFAC – With BLM funding, we're halfway through year two and halfway through year 3. It is a five-year agreement. There is potential to receive private funds for the learning network. The budget ask was this week and \$0 was allocated so far.

USFS Partnership – The DNR and Forest Service started a good neighbor agreement recently. Last year \$1.4 million was allocated for the Central Cascades, and this year it was \$2.4 million. Manastash/Taneum was funded although the aquatics component is postponed for now. Another fire adapted community is being added in Wenatchee. Reese and Ryan met with the forest service to develop agreements between the entities to partner on projects. The agreement will be sent out to the board in 2-3 weeks. The forest service wants to add a collection clause to have the option to receive funds from the RC&D on any future project. *Mike made a motion to submit the agreement and Ken seconded. Motion carried.*

Membership – we would like to expand our board membership base by reaching out to other conservation districts. A general membership drive would be a diversion from our mission with limited staff time available. With annual reports and increased social media involvement, newsletter and website we can expand our reach. A one-page flyer outlining our fiscal/administrative assistance would be a good outreach to conservation districts.

The meeting was adjourned at 2:00 p.m.