

Monday, February 8, 2021; 6:00-7:00 PM
Phone: 1-669-900-6833
Meeting ID: 844 6825 0202
Passcode: 640956



BOARD OF DIRECTORS MEETING MINUTES

In Attendance

Board Members Present: Faye Yoshihara, Bob Morris, Henry Storch, Jerry Paul, Eliza Mason, Kerry Hastings

Board Members Absent: Graham Trask

Associate Directors Present: Sierra Linnan Smith, Rana Foster, Marcella Henkels

Associate Directors Absent: Nate Johnson

Staff Present: Holly Crosson, Heath Keirstead, Teresa Matteson, Donna Schmitz, Linda Lovett (minutes)

Others Present: Eric Nusbaum/ODA

Others Absent: Amy Kaiser/NRCS

Call to Order

[Yoshihara] 6:00 pm

Introductions, Public Comments, Announcements, Additions/Changes to Agenda

Eric said he hoped directors, especially new ones, will attend ODA's SWCD training later in the month. There are day and evening sessions for directors and staff. Anyone with supervisory authority can attend the training for managers.

CONSENT AGENDA

- **Approve draft Minutes – January 11, 2021;** Discussion: none
- **Approve Financials (12/31/21);** Discussion: none
- **Adopt Budget Resolution FY2020-2021-14. Add \$14,889 from OWEB Small Grant #09-20-003 for Riparian Buffer Access Control;** Discussion: none
- **Staff telework stipend (\$75) for February 2021;** Discussion: none
- **Appoint Ed Easterling to the FY2022 Budget Committee for a three-year term;** Discussion: none

MOTION to approve Consent Agenda /2nd: Paul/Morris (Unanimous 7/7)

REGULAR AGENDA

NRCS/Staff Reports (Kaiser, Crosson, Schmitz, Matteson, Keirstead, Lovett)

Holly: Ed Easterling has agreed to join the Budget Committee. He is familiar with local government budgets because of another committee he is on.

Donna: Defer to staff report.

Teresa: Working on plant sale.

Heath: Working on plant sale.

Linda: Helping with recruitment for the Natural Resource Conservation Program Manager position.

Director Reports

Jerry: Helped Teresa and Heath transport materials to plant sale and helped for a few hours; making trays for mason bees.

Bob: Spent a few hours on plant sale; attended several Zoom meetings.

Kerry: Signed up for ODA training; working on woodland property; talked to Holly about site visit once plant sale is over.

Eliza: Gave neighbor Bee Buddy information; weeding garden, planting trees—persimmons, mulberries, kiwi berries.

Henry: Returned from California; put bees in the orchards.

Marcella: Volunteered at plant sale; impressed with organization, quality high, and care; pulling blackberries from forest.

Sierra: Got into grad school; working on hydraulic modeling for Lamprey Creek.

Rana: Volunteered at plant sale; enjoyed looking at the plants already packaged.

Faye: Also volunteered at plant sale; happy to be in warm, sunny space.

All documents referenced in these minutes are a part of the official record and can be distributed upon request.

Website overhaul questionnaire and discussion

Heath provided an overview of the current home page to orient everyone. She then put everyone into Zoom breakout rooms for 10 minutes to discuss the discovery questions provided in the packet. Someone in each group was to take notes on the discussion and send them to Heath after the meeting.

Six-month Financial Review for FY21

The packet contained four pages of summary graphs. In response to Rana's question about payroll expenses, Holly explained that it includes more than staff salaries: non-wage benefits (medical, dental, vision premiums; life insurance; short-term disability insurance; retirement contributions match) payroll taxes, etc. Holly said to contact her with further questions because she wanted to use the time to provide an update on challenges for the rest of the fiscal year.

Holly is not concerned about going over budget: she budgets conservatively, ODA capacity funding is stable for the coming biennium, and we have \$50k in contingency funds. However, the District is taking in less revenue as expenses have increased.

- Oregon State Weed Board Funds were frozen and lottery funds are reduced, so we are getting less from OWEB grants.
- Funds through MMT (Willamette River Initiative), OWEB SIP and OWEB W-FIP, have ended or are on the last biennium.
- We have recouped roughly \$7k from the Coronavirus Relief Fund, but it does not cover all our COVID-related expenses. For example, utilities are overbudget because of the monthly \$75 per staff stipend for telework.
- We do not have internal capacity to work on one of Laura's grants so will spend \$13, 500 on a contractor (Holly is temporarily managing 11 of her other grants until she can hire a new employee).
- There will be expenses associated with our move: moving and storage, possibly paying for two spaces for a short time.

Holly concluded that FY22 may be the leanest year we have had in the last 9 years. Faye said we need to think about being a lean organization for the indefinite future. Eric reiterated that ODA capacity funds will be the same, but other grant programs will be sharply reduced. ODA has reinstated some grant cycles because people are playing the lottery again and OWEB has more funding than it anticipated last spring. However, ODA has also been hit hard by the loss of three positions.

Confluence Update

Holly said the vote to not be a Confluence core partner has been communicated to the other organizations. They were supportive and understand the reason for our vote. The Steering Committee may consider how to deal with partners (the other being Benton Community Foundation) at its next meeting, so asked us to not attend. Jerry and Holly have been meeting with real estate agent Gary Pond to find a space closer to 1000 sf and have looked at seven other office spaces. Holly said we are keeping all options open and want to move as few times as possible.

Heath provided a DEIJ update. Committees have been meeting to create a one-to-two-year action plan and an equity lens that the Confluence organizations can use if they do not have time to create their own. BSWCD will meet with our DEIJ consultant to discuss our equity lens, which will also be part of our strategic planning process. Faye acknowledged Jerry, Holly, and Heath for all their Confluence and DEIJ work.

Meeting Adjourned

[Yoshihara] 7:06 pm