

Monday, May 9, 2022; 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: Nate Johnson, Bob Morris, Jerry Paul, Henry Storch, Kerry Hastings

Board Members Absent: Eliza Mason, Graham Trask, Faye Yoshihara (Emeritus)

Associate Directors Present: Marcella Henkels, David Barron

Staff Present: Holly Crosson, Michael Ahr, Donna Schmitz, Teresa Matteson, Linda Lovett (minutes)

Others Present: Amy Kaiser (NRCS)

### Call to Order

[Johnson] 6:03 pm

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

Nate asked to discuss the Building Reserve Fund at the end of the meeting. He also has suggestions for formatting of financials (how they show up in the packet) but will discuss with Linda offline.

### CONSENT AGENDA

- **Approve draft minutes from March 9 informal meeting; April 7 strategic planning meeting; April 11 board meeting:** Discussion: none
- **Approve Financials for 3/31/22:** Discussion: none
- **Approve Budget Resolution No. FY2021-2022-12: \$9,971 for Purge the Spurge – OWEB/OSWB Grant No. 2022-35-014-20033:** Discussion: none
- **Approve Budget Resolution No. FY2021-2022-13: \$28,430 for Aquatic Weeds – OWEB/OSWB Grant No. 2022-35-015-20050:** Discussion: none
- **FY23 Budget Calendar revision for date of second Budget Committee meeting from 5/30 to 5/31**

MOTION: Approve Consent Agenda: Jerry/Kerry (vote 5/5)

### REGULAR AGENDA

#### Review and discussion of Draft Strategic Direction document

Holly is looking for feedback from directors and staff. If the board needs to discuss it more in June it can be approved in July. The current plan remains in effect until the new one is approved. This is a high-level plan, with strategies and goals, but it is not as detailed as the previous one. Details will go into staff annual work plans.

Nate asked what facilitator Amy Stork thought about the process. Holly said Amy thought the process went very well and had good representation from external partners, staff, and directors. The Strategic Direction document will help staff to develop their annual work plans.

Nate said he enjoyed reading the document and felt it expressed what was discussed at the meetings he attended. He wondered if it provides enough direction to equip staff to align their work. Holly said this will be the first time we create work plans to fit a document like this. For her own work, she anticipates questions related to the budget. The Strategic Direction document only provides general direction. She wants to look at it quarterly with staff and board, and we may need to make revisions.

Jerry found the measurable objectives to be vague and suggested prioritizing strategies and adding completion dates. For example, the Goal #5 mentions creating the transition and operations plan, which should be a priority strategy. He wondered if other board members thought the strategies should be prioritized. Holly agreed that it might be helpful but that it would be difficult to put specific dates on some items. Those can go in annual work plans. Jerry wondered how high-priority items will get in the annual work plans if they are not prioritized in the strategic plan. It would be good for the board to agree on what the priorities are.

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

Nate noted that the Strategic Direction document is a tool that needs to express our intent, our values, how we want to see efforts proceed over the next five years. We need to boil out what is most important to the organization. Deadlines and measurable activity are more appropriate for work plans, and we can make sure those align with the strategic plan. Holly added that one way to address Jerry's concern is to align the overarching District work plan with the goals and strategies of the strategic plan. We also have discussed having staff reports align with the goals and strategies.

David said that he was involved in developing a strategic plan at his work and many people and citizens were involved. It started with the organization's vision, values, and strategic priorities. Instead of a timeline it had a period of time to achieve goals. He shares Jerry's concerns but thinks this looks like a good document. He was not involved in developing the first strategic plan, so asked how this compares.

Jerry said he is not comparing this Strategic Direction document to the first plan. His concern is related to feedback that staff sometimes work on their own projects instead of ones in the strategic plan. He wants to ensure that goals are achieved in a timely manner. For example, under Goal #3 it says we will develop a strategic communications plan. This is a high-priority project that should not go on for three years.

Michael said he has started working with Donna and Teresa on individual work plans. They noticed many items in the Strategic Direction document are things they already do. Other areas such as wildfire mitigation are newer, so they can investigate that in year one. Holly added that much of her and Linda's work is not in the Strategic Direction document because it is more appropriate for individual work plans. The Communications and Community Engagement Coordinator will be working on the communications plan all five years.

Nate summarized that he does not view the strategies as being a hierarchy of priorities—they all need to be done. He is hesitant to spend time prioritizing strategies because we are already doing work that aligns with them. Unless something else needs to be changed the board will approve the document at the June meeting.

#### **2022 Native Plant Sale P&L, 2022 Native Bulb/Seed Sale at Fall Festival, and 2023 NPS planning**

Michael shared a PowerPoint (see attached) with statistics (e.g., customers, sales, volunteer and staff hours) for the plant sale. Net income from Bee Buddies, Bulb Sale, and NPS totaled \$12,861.35. Looking ahead to the next fiscal year, we have reserved a table at Fall Festival for the bulb/seed sale and the Benton County Fairgrounds for the seedling sale, are hiring a contractor to coordinate the Native Plant Sale, and are organizing a Native Plant Program committee. Nate asked if we are confident that we can find a contractor who can take on the amount of work that Teresa did. Michael said it is not a one-to-one for hours the contractor would work—staff would still be involved—but we could reduce the number of staff hours.

Marcella noted that because of COVID we have had to pre-package everything and plan pickups. She wondered if we would still have to do that with the move to the fairgrounds. Michael was not sure what COVID precautions we will still have to take but noted that we will retain some practices because they work better. Others can go back the way they were pre-COVID. Hopefully we won't have to take so many precautions.

#### **Addition to Agenda**

Regarding the Building Reserve Fund, Nate asked: What is the purpose? Is it invested in the LGIP pool? Is it generating revenue for the District? He wondered if there are opportunities for the District to pursue other government investments that could offset inflation. For example, he heard that the US Treasury may pay almost 9% annual interest on bonds indexed at the Consumer Price Index. Holly gave an overview of the Fund and its purpose. It is invested with LGIP but earning only 0.75%. If we want to change that, she will first want to talk to our auditor. She can also talk to other district managers to see what they do. Kerry noted that we would need to plan if the money would be taken out of circulation and inaccessible to us for a period of time.

#### **Meeting Adjourned**

**[Johnson]** 7:25 pm