

**Polk Soil and Water Conservation District
Board Meeting Minutes – APPROVED
October 8, 2014**

Polk SWCD Office-NRCS Conference Room
580 Main Street, Suite A, Dallas OR 97338

In Attendance:

Directors

David Simmons (Chair)
Chad Wood (Vice-Chair)
Frank Pender (Secretary)
Linda Marquardt-Sutton (Treasurer)

Staff

Karin Nembach (Manager)
Tom Wilson (Clerk)

Directors Emeritus/Associates/Guests

Tom Finegan - NRCS
Kelly Gordon - guest
Judy Beebe - Associate

BOARD MEETING

CALL TO ORDER AND INTRODUCTIONS – Chad Woods, Vice- Chair, called the Board Meeting to order at 6 PM. Directors Woods, Pender and Marquardt-Sutton were all present to start the meeting. At this time there was no quorum. Introductions of all individuals present were made.

PUBLIC COMMENT- None

AGENDA ITEMS

MONTHLY CALENDAR-(see attachment E) - information only. Clerk Wilson pointed out that Marion SWCD annual meeting (Oct. 22) and the Oregon Association of Conservation Districts (OACD) conference (Nov. 12-14) have been recently added, and there is a conflict with Polk SWCD's November board meeting and the OACD conference.

DISTRICT CLERK TITLE CHANGE – District Manager Nembach told the board that Clerk Wilson is doing more than 'clerking' and she would like to change his title to 'office administrator'. Woods asked what the terminology was on the payroll schedule, and Nembach said she would check. Pender suggested letting the personnel committee make the decision, and there was consensus to do so.

PLANT SALE UPDATE- DM Nembach explained the preparation for the plant sale so far, and asked if the profits could go to repairs for Claudia Chinook. Woods replied he would like to keep some funds for scholarships, but depending on the revenue some could be used for Claudia.

At this time (6:10) David Simmons arrived and a quorum was reached.

CLAUDIA UPDATE- DM Nembach reported on all the repairs needed by Claudia (fiberglass work, painting, re-wiring light system). **Woods moved that DM Nembach be authorized to spend up to \$5000 from the maintenance fund at her discretion to repair Claudia.** The board would like to approve any amount over that. **2nd by Pender, passed unanimously.**

SEPTEMBER TREASURER'S REPORT (see attachment A) - Woods asked if the District has been using the unappropriated funds, as usually is necessary this time of year until more tax revenue comes in mid-December. DM Nembach replied she didn't think so, but will double check and get back to the board. **Pender moved to accept the treasurer's report as presented, Woods 2nd. No Discussion, passed unanimously.**

AUGUST 21, 2014 ANNUAL MEETING MINUTES (see attachment B) - Postponed until next month due to lack of quorum by participants.

SEPTEMBER 10, 2014 BOARD MINUTES (see attachment C) - Postponed until next month due to lack of quorum by participants.

ASSOCIATE DIRECTOR (see attachment D)-

Pender moved to accept Kelly Gordon as an associate director, Woods 2nd. No Discussion, passed unanimously.

OACD CONVENTION AND BOARD MEETING CONFLICT (see attachment F) -

Pender moved to change the meeting of the November board meeting to November 5th, 2014. Woods 2nd. No Discussion, passed unanimously.

OACD RESOLUTION DISCUSSION – Chair Simmons explained that OACD is attempting to change bylaws without the vote of the membership (only the executive board). According to Simmons, the executive director is not fulfilling his obligations, and is lacking in communication to the districts. Woods explained he has represented the Polk SWCD the past several years at the OACD annual meeting, and is concerned with the potential for conflict of interest with the resolution (see handout 1). Discussion regarding who will attend and when. Simmons, Woods, and Pender will all attend and address their concerns with the OACD board and membership.

JOCK DALTON FOR EMERITUS- Clerk Wilson reported that emeriti need to be reappointed every 2 years and will provide a list to the board of all current and potential candidates (for consideration in January) at the December board meeting.

LETTER OF APPRECIATION FROM OREGON DEPT. OF AGRICULTURE (ODA) FOR CONSERVATIONIST GRAHAM- see handout 2.

B OF A/1ST COMMUNITY CHECKING ACCOUNT – DM Nembach explained there two bank accounts that are not gaining any interest, and would like permission from the board to research other options that would gain some interest. Woods said he would like to it to be a federally insured entity that does business in Oregon. Associate Beebe suggested looking in to money markets or certificate of deposits at credit unions.

NEW PART TIME STAFF- DM Nembach explained that Conservationist Graham has requested to work part time, and Nembach informed the board she would like to hire a highly qualified part time person to concentrate on outreach and workshops. Woods wanted to know about Graham's position funding (from ODA), and if our obligations are being met regarding reporting. Nembach explained that they are being met, and has made it Graham's first priority. Woods requested that the personnel committee meet and have input from the finance committee. Pender suggested the personnel committee meet next week and DM Nembach will schedule a meeting.

REPORTS-

EASEMENT COMMITTEE- DM Nembach explained she and Conservationist Bell visited the property and met with the owners, and later with Dick Duncan of Oregon Dept. of Fish and Wildlife (reality specialist for facilities and engineering). She reported that everything looks in good order and the property looks 'clean'. The application is due January 15th, 2015. Nembach explained the process of Bonneville Power Administration easement acquisitions, and that the deal would be closed in January of 2016.

NRCS- T. Finegan reported the Natural Resource Conservation Districts are operating under a temporary funding resolution until Dec. 12th, 2014. There is a new WRE (Wetland Reserve Easement) application. There a two new CREP (Conservation Reserve Enhancement Program) applications. The NRCS is working to be prepared for when the budget gets approved. Finegan explained the Regional Conservation Partnership Program (RCP) process and the status of the joint application with Yamhill SWCD/NRCS and that there are two applicants for the state pool of money. He feels there is a good chance for funding as there are many good partners on the application.

WATERSHED COUNCILS-

Luckiamute-DM Nembach reported the LWC had the first of two strategic action meetings, looking at the by-laws and long range plan, and identifying potential project areas. They have completed the transition from Cascade Pacific to Marys River Watershed Council as the fiscal sponsor. They are turning in two restoration grants in October. They are trying to do a CREP project. They are meeting with OWEB regarding a capacity building grant with the Marys River Watershed Council.

Glenn-Gibson - Simmons reported they had a cleanup for ivy and trash at Wallace Marine Park. They are still working with the city of Salem on potentially using goats for brush control.

Rickreall - DM Nembach reported that RWC is resubmitting the large wood grant which was rejected last spring. They are working with Glen Gibson Watershed Council on fulfilling the obligations to OWEB.

STAFF (see attachments Z1-6) – Clerk Wilson passed around color photos of two of Conservationist Bell’s restoration projects.

CHAIR- Simmons asked if the Polk SWCD was sending a representative to the Marion SWCD Annual meeting and Nembach replied that Conservationist Marc Bell was planning to go. Simmons replied he was going to go also. He also reported that anyone attending the OACD Conference needs to register and reserve a hotel room as soon as possible.

DIRECTORS-

Woods- Reported the district will sponsor an award for the 4-H banquet. He encouraged everyone to get familiar with the issues of the Oregon Mandatory Labeling of GMOs Initiative (Measure 92) and make sure to vote.

Pender- Reported that it is still a level one fire watch.

Marquardt-Sutton- none

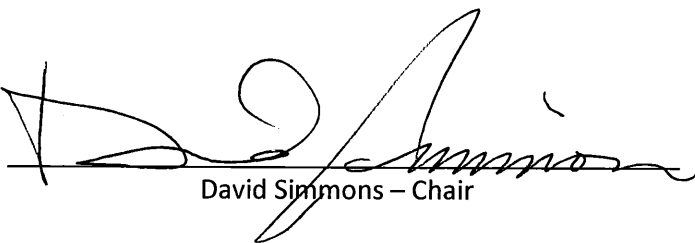
ASSOCIATE DIRECTORS-

Judy Beebe- none

Kelly Gordon- none

ADJOURN: 8:02 PM

Respectfully Submitted by Clerk Wilson, October 14, 2014.


David Simmons – Chair


Date