

Middle Fork Willamette Watershed Council
Board of Directors Meeting

29 Oct 2008
Lowell, OR
6 PM

Present: Nancy Sawtelle, Don Hampton, Barbara Hazen, Chuck Davis, Chuck Spies, Eve Montanaro, Stephanie Schroeder, Gregg Vollstadt, Cary Hart, Chad Stuart, Marty Wilder, Wade Sims, Pat Burns

I. Welcome and Review Agenda – Mr Davis

Agenda approved as posted.

II. Approval of the Minutes of the Sep 24 BOD Meeting

The minutes were approved as written.

III. Quarterly Financial Update- Mr Wilder, Ms Burns

Supplements C and D to the agenda were referenced. Overall, the MFWWC is within its budget with some reserve for 2009. Right now we are in a comfortable place with our cash flow. We do have fixed assets. Mr Wilder has also added a balance sheet category for in-kind contributions. The accountant advised that if we have to report this to some of our grantors we also have to report it to the IRS on our Form 990. Ms Montanaro was recognized for her success in getting us grants for this year. Mr Wilder was recognized for getting Quick Books set up to produce the necessary reports quickly which he has done in consultation with an accountant. It looks like the decision to expend the audit monies will fall to us this year. Mr Davis suggested that since it is our first year we may want to pursue an audit to see how well we are doing with the accounting and where we can improve. We will make that decision at the end of the year.

IV. Retirement IRA for the Executive Director – Ms Montanaro

Ms Montanaro has discussed IRA deductions with an accountant. He recommended a 403b but she has discovered that carriers don't want to carry a single 403b or 403k. A SEP IRA might be useful. Ms Montanaro will look into this more and send out a "decision" email. The Oregon Network of Watershed Councils might be a resource, they are looking into providing a retirement plan for the watershed councils.

V. Executive Director Update – Ms Montanaro

Ms Montanaro referred the BOD to the staff report she had sent out electronically earlier. She has submitted grant proposals to OWEB for the Wagner Creek project, the Indigo Springs Bull Trout Habitat Restoration project and the Watershed Council Education program. The letter of interest in the BPA grant will be done in the next few days.

We have budgeted for a new computer which we will most likely acquire next week. The projector is ours. Ms Montanaro and Mr Wilder are continuing to look for office space for us.

Project Updates:

- Water Quality Monitoring: SUB will be doing its first rain quality monitoring Sunday. Mr Davis will be sampling 6 sites.
- Buck Creek Culvert Replacement Project: This will most likely be completed in a month or less. The site work began Sept 17. They are replacing an aging, undersized culvert which was an impediment to fish passage. The benefit is improved Bull Trout and Spring Chinook habitat and access. They tried to mimic an upstream stream bed for boulder placement, etc. The Forest Service is happy with the contractors and the job they have done. The MFWWC is responsible for the follow-up reports at 1, 3 and 5 years. The budget includes money for about 8 hours for doing the reports. The MFWWC and the Forest Service learned from this partnership that we need to learn how to interact better on projects as each organization works differently esp. in the financial realm.
- Nelson Creek Project. This is in the Fall Creek basin. It started out as the Denis Property small grant project. The creek supports juvenile spring Chinook and Western Pond turtles. Its banks were covered with blackberries. The NW Youth Corps removed the blackberries. The banks were replanted in Feb 08. The banks were lined with a geojute matting, planted with blue wild rye grass and then native trees. The mats act to control weeds and retain moisture. Phase 2 started in Aug. The NW Youth Corps removed more blackberry. The former landowners had tried to control the stream by bulldozing it. This winter this area will be planted with about 600 trees.

VI. BOD Member Announcements

Mr Hampton said that they are having an unused medication round-up in Oakridge. In the past people have flushed these down the toilet. The proper disposal method now is incineration. Glenwood disposal site does accept medications. Mr Davis and Ms Chinitz are working with a pollution prevention group which is trying to get the drug companies to take back unused, outdated medication. It has been found that drugs that are flushed into septic tanks get back into the aquifers. Drugs that go into the septic system are not treated or removed. Mr Davis will follow up on how the Short Mt disposal site deals with drugs. He thinks that a take back program is a good idea; we might be able to get some grants to pursue it.

Ms Sawtelle said that the secure school legislation has passed. She suggested that the watershed councils apply for Title 2 grants. The BLM doesn't have the capacity to administer grants so they are interested in partnering with entities which can.

VII. Work Party - Ms Montanaro

Mr Stewart has suggested that it would be good for the watershed council's relationship with other groups that use EBSP and do a lot of trail maintenance if we worked on a trail project with him. Tentative date either Dec 6 or Dec 13. Ms Montanaro will get back to us.

VIII. BOD Self Evaluation

The BOD completed the self evaluation forms.

IX. Next Meeting

3 December 2008

Lowell, OR

6-8 PM

Meeting adjourned 8:00 PM.

Barbara Hazen

Secretary