

Monday, March 13, 2023; 6:00-7:30 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, Jerry Paul, Kerry Hastings, David Barron, Eliza Mason, Henry Storch (Emeritus), Marcella Henkels

Board Members Absent: No Director for Zone 4, Bob Morris (Emeritus)

Associate Directors Present: Aubrey Cloud, Henry Pitts, Rana Foster

Staff Present: Holly Crosson, Michael Ahr, Teresa Matteson, Donna Schmitz, Sara Roberts, Candace Mackey (minutes)

Others Present: Greg Jones (applicant for Zone 4 Director position), Ash Woods

Others Absent: Amy Kaiser (NRCS)

Call to Order - Johnson (6:04pm)

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

Additions to agenda (added by Holly Crosson):

- Addition of approval of Resolution FY2022-2023-06 for OSWB grant, discuss and approve removal of Bob Morris addition of Marcella Henkels as signers on the Citizen's Bank accounts

CONSENT AGENDA

- **Approve draft Minutes from February 13th 2023 Board Meeting:** Discussion: none
MOTION: Approve Consent Agenda: Kerry Hastings Second: Eliza Mason
Results: Unanimously passes.

REGULAR AGENDA

- Approve Financials (1/31/23)-Michael Ahr addressed correction in Project Fund Budget to Actual from 12/31/22 Report
Discussion:

If you look at the P&L Budget vs. Actual PROJECT FUND page in this current meeting packet, the line items in the 68000 series are where the questions came in last month. The reason this looks incorrect, is that when we budgeted, we lumped Travel, Supplies & Materials, and Contracted Services funds into one value. When we spend those funds, our bookkeeper is putting those into Quickbooks with more detail. She's reporting them separately as travel, supplies/materials, or Contracted Services. This is why the charges land on a line with no budgeted money, and the budgeted money is showing that nothing is spent yet. The important place to look to get a sense of what we've spent is the last line in that section that shows that we've spent \$105,922.75 of the \$340,716 we have budgeted. There are a couple ways to clarify expenditures, and the current plan is for us to split the budgeted numbers next year into the 3 categories (travel, supplies/materials, and contracted services).

Nate asks what level of detail we need to set up the budget in, thus creating the financial reports that seem too detailed.

Nate wants to discuss in the future if there are options for the way this information is displayed so that it is more digestible. Discuss with bookkeeper.

- Motion: Marcella moves to approve 1/31/23 Financials Second: Eliza
- Results: Unanimously passes.

- Appoint Greg Jones as BSWCD Director for Zone 4
 - Discussion: None
 - Motion: Kerry Hastings moves to appoint Greg Jones as BSWCD Director for Zone 4 Second: Nate Johnson
 - Results: Unanimously appointed-Welcome Greg!

- 2023 Native Plant Sale Overview
 - Discussion: Michael Ahr presented a slide show with numbers on the sale. Sale didn't net money, however, this year, staff time was preserved, with no overtime or compensation time generated. Was a successful event with a lot of public exposure and many great community interactions. Deb Merchant, independent contractor as NPS coordinator has put together a 9-page report on her reflections on the sale for BSWCD. She stressed that this year's organization allowed for wonderful collaboration with other community organizations, as well as cut down on staff time spent taking care of left over plants. Suggested maybe excess plants could be sold on site that day, board would love to hear if this is feasible.

- Approve draft Public Meeting Comment Policy for public wishing to speak at board meetings (in packet)
 - Discussion: Jerry Paul suggests disabling chat function during Zoom board meetings, and that this be added to the first paragraph of the policy. Nate suggests that in keeping with the transparency of our public organization and inclusiveness of a democratic society that we allow for public attending be able to comment spontaneously, but with time limit. Aubrey Cloud recommends perhaps using the role of the contact person, not staff name. (Operations Coordinator vs. Candace Mackey) Straw poll shows board members believe a policy should be in place. Draft will be revised. Suggested that there is a place on the website where public interested in attending, they can click if they are interested in making public comment.
 - Motion: No Motion, bring updated draft Public Meeting comment Policy to April Meeting

- Suggestions for 2 new FY24 Budget Committee members
 - Discussion: David Barron suggested to his neighbor Dave Crimp previously of Clearwater Engineering to join. He was given the link to the position, David will pass on. Kerry Hastings suggests perhaps a student getting a degree in business may want real world experience. This may be tough because of 3 year-term requirements, but perhaps there could be a bridge between undergraduate and graduate programs where this could work. Suggestion that this could also be included in the DEIJ committee. Holly will follow up on the question about adding a student budget committee member with Department of Revenue staff.

- Questions on Strategic Plan Measurable Objectives (in packet)
 - Discussion: Jerry commented that staff did a wonderful job putting these together, and wanted to know how these items would be indicated as completed. Sara Roberts will outline items so they can be reviewed for progress in a simpler layout.

- Update on insurance coverage (health, liability, Workers Comp); Rescind Resolution #FY2022-2023-1 and approve separate volunteer medical coverage policy.

- Discussion: Holly Crosson presented that risk assessment for current coverage is complete and coverage is satisfactory with one change. In September of 2022 a resolution was passed to cover volunteers under Worker's Compensation. HC recommends this resolution be rescinded with guidance from our insurance agent due to liability. Workers Comp is designed for employees, not volunteers. For \$296 annually we can cover 120 volunteers for \$30,000 in coverage under a separate policy. Nate Johnson asks if board is comfortable with these limits. \$30,000 was suggested as adequate coverage by the insurance company.
- Motion*: Greg Jones moves to rescind FY2022-2023-01 and approve medical volunteer policy proposed. Second: Eliza *Invalid Motion Due to ineligible Director (Greg Jones) making motion, see April 2023 Meeting Minutes
- Results: Unanimously passes* Greg Jones vote stricken; not eligible to vote due to no Oath of Office taken

- Personnel and Finance Committee meeting in March
Meeting is set for March 22nd 6pm in person at CBI Conference room at 136 SW Washington Ave. with hybrid Zoom option.

- Questions from Board about BSWCD staff and NRCS staff activities-Nate Johnson would like to have an update about online employee retirement contributions from Candace Mackey

- Other Board Business? Adoption of FY23 Resolution 6 and Addition/Removal of Bank Signers
 - Motion: Jerry Paul moves to remove Bob Morris as signer from the Citizen Bank bank accounts and add Marcella Henkels on the Citizen Bank bank accounts as signer. Kerry Hastings Second
 - Results: Unanimously approved* Greg Jones vote stricken, not eligible to vote due to no Oath of Office Taken
 - Motion: Eliza Mason moves to approve FY23 Budget Resolution No. FY2022-2023-06 the Resolution to approve the Oblong Spurge Grant Second: Greg Jones * Greg Jones vote stricken, not eligible to vote due to no Oath of Office Taken
 - Results: Unanimously approved. * Greg Jones vote stricken, not eligible to vote due to no Oath of Office Taken

- Agenda items for next month-none given

Meeting Adjourned - Johnson (7:45pm)