

Monday, July 8, 2024  
6:00-8:00 PM



To join Zoom Video Conference:

<https://us02web.zoom.us/j/84468250202?pwd=Rk5sRERSZXI6WVV0UmJIWEFBcDIHUT09>

Phone: 1-669-900-6833

Meeting ID: 844 6825 0202; Passcode: 640956

## BOARD OF DIRECTORS MEETING MINUTES

### In Attendance

Board Members Present: Nate Johnson, Greg Jones, Eliza Mason, Kerry Hastings, Aubrey Cloud, Marcella Henkels

Board Members Absent: David Barron (without notice)

Associate Directors Absent: Rana Foster (with notice)

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

Staff Absent: Michael Ahr (with notice)

Others Present: Amy Garrett DFI Co-Director and Director of Operations; Stephanie Rice, NRCS

### Call to Order - Johnson (6:02pm)

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

**Introductions:** of Amy Garrett, Co-Director of DFI

**Public Comments:** None

**Announcements:** None

**Additions to agenda** (added by): None

### CONSENT AGENDA

- **Approve draft Minutes from June 10, 2024, Board Meeting**
- **Approve Financials (5/31/24)**

Discussion: none

MOTION: Approve Consent Agenda: Nate Johnson Second: Greg Jones

Results: Pass 6/0

### REGULAR AGENDA

- **Dry Farming Institute (DFI); Background, Resources, and Opportunities**  
Presentation will be on BSWCD YouTube Channel at a later date  
[Benton Soil and Water Conservation District - YouTube](#)
- **Jerry Paul Native Pollinator Habitat Conservation Grant Awards (summary in packet)**  
Sara Roberts presents projects for 2024 grantees. Over \$7,000 funded for four projects. A Transfer of Contingency resolution may be required before June 30, 2025 if there is not enough money left in the CCP to cover additional projects.
- **Request to Raise Credit Card Limit for Crosson & Mackey**  
Discussion: Aubrey Cloud makes suggestion that the limits be higher than proposed to avoid having to complete again as costs seem to be rising with inflation.

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

MOTION: Increase credit card limit for Crosson to \$2,500 and Mackey for to \$2,000: Nate Johnson Second: Aubrey Cloud  
Result: Pass 6/0

- **Director Roles and Responsibilities**

Summary: (Nate Johnson) "We need to think about the board's expectations for attendance and checking in with people to see what's going on. I would like it to be clearer when the board chair (I) should be checking in with board members."

He suggests that after the 2<sup>nd</sup> missed meeting with no attempt to contact to explain, he will reach out to you. He is not interested in setting a punitive structure but set a point of dialogue if meetings are missed without notice.

Kerry Hastings suggests that if you can't attend, you have the courtesy to let the board or Candace/Staff know ahead of time, or in the case of emergency, contact someone after.

Donna Schmitz asks if there was a policy established in the past about this. Holly Crosson explains that the statute is clear on this topic and has established guidelines for the process of vacating a board position. HC reiterates that this discussion is not meant to be punitive, but rather to set expectations and create a method of communication that emphasizes that a certain level of participation is important and expected.

Solution: Responsibility of the board chair to check in with an absent director for 2 consecutive uncommunicated absences, or more than 25% uncommunicated absences. Over the course of the year, missing more than 4 meetings.

Nate Johnson also stresses that there are meetings that are crucial to the business of the district such as the Budget Committee Meeting and Budget Hearing. These two meetings need to have an attendance reply of either "yay" or "nay."

- **Letter of Support to Oregon Department of Transportation (in packet)**

Request came from Inge Williams, associate planner, Benton County Community Development. Letter of support for grant funding request related to assessment of evacuation needs was sent. No discussion or questions.

- **Questions from Board on BSWCD and NRCS activities-**

1. Stephanie Rice mentions a new person will be operating as helping with easements Anna Eby. Anna Eby is our new Habitat Conservation Specialist who just started out of the Tangent Office. She is a Pheasants Forever Partner Biologist and will be working with Kelcy McHarry to take over the management of the easements in Linn and Benton counties.
2. Thursday July 25th is the NRCS local workgroup meeting, where they will talk about landowner programs, introduce staff, and get input from landowners. To be held at the Philomath Library.
3. Financial Report Question: P&L Budget vs. Actual PROJECT FUND July 2023 through May 2024

Project Fund YTD Budget line item 68000/68010 is showing overspent and underspent at the same time, which is confusing. Holly explains that budget categories for the Project Fund should have been updated to match our annual budget instead of using OWEB project budgets which uses different language for line items. She will work with Michael and Jenny to get this fixed and an updated version of the May report will be in the August packet.

4. Nate Johnson asks if we actively recruit for board members or volunteers at events like twilight tours...etc. Sara Roberts is happy to incorporate this in events, as an idea.
- Other Board Business-None raised.

**Meeting Adjourned - Johnson** (7:58pm)