

What:	SCW RC & D Board Meeting
When:	November 06, 2008, 10:00 a.m.
Where:	USDA Service Center 1606 Perry St., Yakima, WA. 98902
For More Info, Call:	(509) 454-5736, x104
Chair:	Bill Gillespie
Vice-Chair:	Dick Story
Secretary/Treasurer:	Mike Richardson



## MINUTES – 11/06/08

Board Members / Alternates Present: Mike Richardson, Bill Gillespie, Glenn Miller, Rebecca Wassell, Ron Gamache, Betsy Bloomfield, Anna Lael, Brandon Rogers, Frank Sweet, David Gerth, L.J. DaCorsi, Luz Bazan Gutierrez, Louis Musso

Staff Present: Heather Simmons-Rigdon, Holli Wellner

Absent: Dick Story, Mark McClain, Lynn Brown, Walter George, Dave Myra, Carol Ready

Others Present: Danielle Surkatty, Martin Howell

Meeting called to order at: 10:00 a.m. by: Bill Gillespie

Item	Who	Info. Dist.?	Action	Time	Outcome
1) Introductions	Bill Gillespie	N	Discussion	5 min	
2) Minutes	Mike Richardson	Y	Motion	5 min	Motion made by Ron Gamache to approve minutes as read, seconded by Mike Richardson. Approved.
3) Budget Report	Holli Wellner	Y	Motion	5 min	Motion made by Mike Richardson to approve budget report, seconded by Glen Miller. Approved.
4) Proposed New Sponsor-City of Prosser	L.J. DaCorsi-Public Works Director	N	Discussion & Motion	10 min	Proposed City of Prosser Public Works as a new sponsor & board member with L.J. DaCorsi as representing board member and Charlie Bush as the alternate. Motion made by Ron Gamache to approve new sponsor and member, seconded by Frank Sweet. Approved.

5)Area & Annual Plan	Heather/Bill	Y	Discussion & Motion	10 min	<ul style="list-style-type: none"> <li>• 2009 Annual Plan draft-Heather mentioned there is a month left add projects and make comments. A draft needs to be sent to Shiraz early December, but there can still be revisions made until January board meeting, where it will need to be approved.</li> <li>• 2010-2014 Area Plan-Meeting will be on February 19, 2009 for about 6-7 hours. Location TBD.</li> </ul>
Guest Speaker: Strategic and financial planning (added to agenda)	Martin Howell- LeMaster Daniels	N	Introduction	10 min	Martin is a Technical Assistant and works with mainly non-profit organizations at the firm. He assists in goal setting, prioritizing, and assists in funding. He was apart of the Yakima downtown spruce up. Ron Gamache suggests we use Martin's services; Ron has worked with him in the past and said he is great.
6)YTAHP	Heather	Y	Discussion	10 min	Heather gave the update on the YTAHP project at Reecer Creek. Becca added to this update. Carol submitted a grant for \$268,033 to NOAA Open Rivers Initiative for the final funding piece.
7)Website	Danielle Surkatty-Yakindo Web Designs	N	Discussion & Motion	15 min	Heather and Danielle gave a presentation and tour of the new website. Motion made by Luz Bazan Gutierrez to approve new website and launch, seconded by Frank Sweet. Approved.
8)PAC-RIM	Mike/Heather	N	Discussion	5 min	Mike presented highlights of the 2008 PAC-RIM conference, Portland. Heather gave additional information. There is strong encouragement for all RC&D councils to apply for the Circle of Diamonds program. There was also discussion of efforts to reinstate a Washington State RC&D, with a meeting in May.
9)National RC&D Conference	Heather	N	Motion	5 min	National RC&D Conference will be held on June 14-17 2009 in Albuquerque, NY. The PAC-RIM conference will be attached to this national conference, either within a given day, or added as an extra day (TBD). Motion to approve a maximum of 5 people to attend. Motion made by Ron Gamache to approve 5 attendees to the conference, seconded by Luz Bazan Gutierrez. Approved.
10)Insurance	Mike	Y	Motion	10 min	Mike discussed upgrading the current insurance policy. SCW RC&D currently has D&O insurance, but not General Liability. Adding General Liability to the policy will cost an additional \$500 a year; from \$750 to \$1250 a year. Motion made by Louis Musso to approve insurance upgrade,

					seconded by Frank Sweet. Approved.
11)Environmental Education Committee Update	Frank	N	Discussion	5 min	Update of Storm Water Outreach project. Frank mentioned that kids in Selah Schools are very interactive to the project and that Bob Tuck is doing a great job working with them. There will be efforts to repeat this project next year in another school district.
12)Storm Water Education Funding Request	Mike	Y	Motion	5 min	Funding request needs reviewed. Motion to allow Heather to submit a funding request from SCW RC&D to Center for Watershed Protection for \$10k for the Storm Water Education project. Motion made by Mike Richardson to approve to submit the funding request, seconded by Luz Bazan Gutierrez. Approved.
13)Woody Biomass Feasibility Study	Betsy Bloomfield-Nature Conservancy	N	Discussion	5 min	Betsy Bloomfield gave an update on project. Betsy and Heather met with the contractor two weeks ago to check progress and everything seems to be on track.
14)Conflict of Interest Policy	Bill	Y	Signatures	5 min	Need to gather remaining Policy Agreement signatures (discussed last meeting). A few more were signed and turned in.
15)Personnel Policy	Bill	Y	Discussion & Motion	5 min	New Personnel Policy to be reviewed. Motion made by Ron Gamache to table the approval of the Personnel Policy until the next meeting for further review, seconded by Glenn Miller. Approved.
16)Project Proposal Form	Heather	Y	Discussion & Motion	5 min	New Project Proposal Form to be reviewed. Motion made by Ron Gamache to approve new project proposal form, seconded by Louis Musso. Approved.
17)Coordinator's Report	Heather	Y	Discussion & Possible Motion	10 min	Heather mentioned setting a schedule for the 2009 Board Meeting dates. Mentioned that the Annual Meeting is coming up on January 8 <sup>th</sup> at China Buffet. Mentioned that there hasn't been any contact or progress on the Bee Research project, suggested that if there is still no progress by the end of the year it be dropped and must be re-submitted to the board to start again. The board agreed to this plan. No motion was made. Efforts to bring Benton County on as a sponsor still continue.
Other business/adjourn	Bill G.	N	Discussion		Next meeting will be the Annual Board Meeting held on January 8, 2009 at the China Buffet at 10 a.m. Lunch to follow.

Items for next board meeting (items tabled, assignments given, commitments made): Personnel Policy approval.

Minutes approved by board on:

Attested by: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_