

Meeting Minutes

Meeting Called to Order Thursday February 22, 2024, by Bill Reid, Chairman at 6:01 pm

LIVE ATTENDEES	ZOOM ATTENDEES	ABSENTEES
William Reid	Kevin O'Brien (WC Staff)	Gene Merrill (WC)
Katrina Poydack		Patty Downing (WC)
Bob Schmidt		Rhett Nelsen
Bob Webb		Marcy Sowa
Jim Gurley		
Janice Denney (WC)		
Don Young (WC)		
Carol Crawford (WC)		
John Bellville (Staff)		
Arlyse DeLoyola (Staff)		

SCRIBE

Notes were taken by Arlyse DeLoyola

- **Minutes:** The minutes from the January meeting were presented to the Board for review.
 - **Jim Gurley made a motion to approve the minutes for January.**
 - **Bob Schmidt seconded the motion.**
 - **The motion carried without dissent.**

- **Financials:** The Financial Reports from January 2024 were presented to the Board for review.
 - **Bob Schmidt made a motion to accept the financial reports.**
 - **Katrina Poydack seconded that motion.**
 - **The motion carried without dissent.**

OLD BUSINESS

- **Retention of Records**
 Bob Webb expressed concern for the retention of our project records. He has visited the storage unit and noted that it is full and seems disorganized. Discussion around the reasons for this followed (moving records from the old office to old storage, poor protection from elements in old unit, moving hastily to new storage without ample time to organize.) The board was reminded that we had a volunteer working on records for a time who organized a system for storage and discarded most items that were not needed. Arlyse was asked to research retention and destruction requirements and report back.

NEW BUSINESS

- **Recent Event Attendance**

Janice Denney told the board that she had attended an event presented by Jackson Soil & Water recently as a representative of the Watershed Council and was very impressed with the speakers and turnout. The event was recorded and is available if anyone is interested. She talked about the subject matter and asked the board to consider presenting a similar event here in cave Junction. She noted that she had spoken to some of the presenters and they were willing to speak here. Chairman Reid offered to donate \$100 for a door prize for the event as a way to attract attendees.

- **A motion was made by Katrina Poydack to explore the possibility of hosting a community event centered on water use education.**
- **Jim Gurley seconded the motion.**
- **The motion passed without dissent.**
- A volunteer committee was formed and includes John Bellville, Janice Denney, and Carol Crawford.

- **Equipment Lending**

John told the board that the Owl (meeting equipment) had been lent to IVFROG for their monthly meeting which prompted staff to wonder what liability issues might be in case of damage. Discussion of lending items was held and it was determined that a policy should be in place. Arlyse was assigned to investigate liability with our insurer.

- **Bob Webb made a motion to develop a loaning protocol that would protect the District and its equipment.**
- **Jim Gurley seconded the motion.**
- **The motion carried.**

- **Public Meeting Law** (*edited for accuracy*)

John reminded the board that Public Meeting Law covers ANY meeting of a quorum of the board (four or more) falls under Public Meeting Law and must follow all guidelines, so board members congregating anywhere outside of scheduled, posted meetings are in violation. Four or more board members may attend an event together, but most not discuss the business of the District. Public Meeting law also applies to committees, whether they represent a quorum or not, because they convene to discuss District business and provide recommendations to the full board.

CONTINUING

- **Staff Reports:**

John reviewed his report and it was discussed by the board.
Arlyse had nothing to add to her written report.

- **Partnering Agency Reports:**

Kevin O'Brien spoke for the Illinois Valley Watershed Council, noting that everything is going okay.

- **Public Comment:**

Don Young noted that there are two types of crawdads in our local waters, one indigenous and one invasive. The indigenous species have larger claws. He wondered if anyone was studying the effects of the invasive species on the watershed.

NEXT MEETING

The next meeting is to be held on March 28th at 6:00 pm at the Illinois Valley SWCD Office and via ZOOM.

ADJOURNMENT

The meeting was adjourned at 7:29 pm.

APPROVED MINUTES: W Reid

DATE: 3-28-2024