

Monday, October 5, 2020; 6:00-7:00 PM

Zoom Video Conference: <https://zoom.us/join>

Phone: 1-669-900-6833

Meeting ID: 834 2251 2949

Passcode: 078902



## BOARD OF DIRECTORS MEETING MINUTES

### In Attendance

Board Members Present: Faye Yoshihara, Bob Morris, Henry Storch, Graham Trask

Board Members Absent: Jerry Paul, Eliza Mason

Associate Directors Present: Sierra Linnan Smith

Associate Directors Absent: Rana Foster

Staff Present: Holly Crosson, Laura Brown, Heath Keirstead, Teresa Matteson, Donna Schmitz, Linda Lovett (minutes)

Others Present:

Others Absent: Amy Kaiser/NRCS, Eric Nusbaum/ODA

### Call to Order

[Yoshihara] 6:03 pm

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

Staff and Board members introduced themselves to new Student Associate Director Sierra Linnan Smith. Sierra is a senior at OSU studying Ecological Engineering. Some of her projects include restoration of Lamprey Creek and storm water and urban storm water management. She looks forward to working more with the Corvallis community.

### CONSENT AGENDA

- **Approve draft board meeting Minutes – Sept 8, 2020;** Discussion: none
- **Approve Financials (8/31/20);** Discussion: none
- **Adopt Budget Resolution FY2020-2021-04. Add \$816.00 from Willamette Riverkeeper for aquatic plant survey Fee for Service;** Discussion: none
- **Adopt Budget Resolution FY2020-2021-05. Add \$4,264.58 in Coronavirus Relief Funds from Oregon Emergency Board through CARES Act;** Discussion: none
- **Adopt Information Security Policy;** Discussion: none
- **Staff telework stipend (\$75) for October 2020;** Discussion: none

Approve Consent Agenda; MOTION/2<sup>nd</sup>: Bob/Henry; (Unanimous 4/4)

### REGULAR AGENDA

#### NRCS/Staff Reports

Holly: Working with architect Lori Stephens on space allocation drawings; with Linda and Teresa on strategic planning; reviewing draft audit report; attending DEI meetings; looking at operational expenses and doing contingency planning, discontinuing things we don't need to spend money on; reviewing action items from team-building retreat.

Donna: Finished CREP plans, updating others; working focus areas from Jackson Frazier to Monroe, east of Hwy 99 to the Willamette.

Teresa: OWEB and the statewide Monitoring and Assessment Group (MAG) approved the UMC SIA water quality monitoring proposal; planting Central Park plot to build regenerative landscape.

Heath: Working on bulb sale; packaging seeds and figuring out pick-up times. Developed in-home six-week Salmon Watch curriculum for 5<sup>th</sup> grade teachers.

Laura: Led Great Willamette River Cleanup on October 3<sup>rd</sup>. Only had six on the river out of 16 available slots, but good for social distancing. Interesting to see less trash than last year when volunteers picked trash out of trees because of the flooding. This year the City is allowing unhoused community to remain in place, so trash is accumulating at campsites. It is hard to see that much trash on the river but also important to recognize that the camps are part of the river ecosystem.

Linda: Working with Holly and Teresa on strategic planning; with Heath on developing social media policy.

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

### **Director Reports**

Bob: Signed up for DEIJ workshops.

Grahm: Implementing projects as fast as possible, working around fires and getting things done before rain starts.

Henry: Working with bees; lost a lot because smoke prevented getting treatments on and bees were not getting resources.

Faye: Lots of planting of native seed.

### **Review FY20 Year-end Graphs**

No specific questions from directors. Holly explained that she estimates conservatively for Benton County tax levy receipts, so BSWCD ended the year with \$18k more than budgeted for. Also had additional LGIP income and \$20k more than estimated from CREP projects. Funds from 10 grants resulted in a net gain in FY20. Faye noted that FY21 budget situation should not be as dire as feared, but next year could be worse as we see downstream effects of health and economic crises.

### **Workers Comp Insurance Coverage for Directors**

Faye moved to reaffirm decision from 2018 to NOT insure any BSWCD volunteers under the District's workers compensation insurance policy.

MOTION/2<sup>nd</sup>: Grahm/Bob; (Unanimous 4/4)

### **The Confluence Update: Steering Committee**

Holly: New drawings from Lori Stephens in packet. Our space reduced to 1200 sf from more than 3000 sf because of cost and COVID, but still on 1<sup>st</sup> floor mezzanine with storage on ground floor. Confluence Steering Committee meets again on October 15. Holly has the drawings for the other floors if anyone wants to see them.

Faye: Bottom line is that we are getting back into the affordable zone, thanks to Holly and Jerry. Need to schedule a tour of the new building so we can visualize how to move into and use the space.

Holly: Current lease up end of June, need to decide by April; will probably go month to month until move into Confluence.

### **The Confluence Update: DEI Trainings in Oct-Nov (desired outcomes/questions?). Confluence Equity Committee bi-monthly summary in packet**

Holly: First training on October 8. Staff appreciate board taking training with us; great opportunity to connect with board members of the other organizations and get aligned on this issue. Will have breakout sessions where people can engage.

### **Donation of SQP oven and equipment to OSU Soil Science program**

Teresa: See two-pager in packet. Seeking permission to donate these items to Soil Health Laboratory, where they have been housed since we bought them.

Motion: Henry/Bob 4/4

Further discussion: Holly noted that this had to go to the board because the donation policy says anything valued over \$100 must be board approved. Faye suggested the board look at raising the amount to \$500 because \$100 is not very much and we may be donating more in the next few months as we clean up and vacate space (e.g., furniture).

Motion: Raise donation value requiring board approval from \$100 to \$500

Bob /Henry 4/4

Holly will revise the contracting rules and procedures accordingly and bring to the November meeting for approval.

Faye set Personnel and Finance Committee meeting for 6:00-7:00pm on October 26; Linda will notice the meeting.

### **Meeting Adjourned**

[Yoshihara] 6:51 pm