



Whidbey Island Conservation District

P.O. Box 490 – 1 NE 4th St - Coupeville, WA 98239 - 360.678.4708 – www.whidbeycd.org

Public Meeting Minutes- DRAFT November 16, 2023; 5:31 PM – 7:16 PM

1 Public Meeting

A regular meeting of the Whidbey Island Conservation District Board of Supervisors was held via Zoom with an in-person option at the WICD office (address listed above).

2 Attendance and Quorum

The following Supervisors, being a quorum of the Board, were present:

David Edwards – Chair

Jennifer Abermanis – Board Learning & Development Officer

Gary Ketcheson – District Auditor

Attendees:

Heather McCoy – Executive Director

Michelle Maynard – Finance & Operations Manager

Stephanie Turco – Associate Supervisor

Torrey Olson – Associate Supervisor

Kelsi Mottet – Senior Natural Resource Planner

3 Call to Order, Welcome

Dave Edwards called the meeting to order at 5:31 PM.

4 Public Input and/or Comments

(None)

5 Approval of Minutes from October 26, 2023

Motion (1) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the minutes from the October 26 Regular Board meeting with one edit. Motion passed.

6 Partner Updates

- Jean Fike shared that the new WSCC Executive Director will be announced at the Commissioners' meeting during the WACD annual conference; she also shared that Commission staff is currently working on the Riparian Grant process and will distribute draft guidelines soon.

7 Financial & Operations Report and Actions

- Financial Report – Michelle Maynard presented and reviewed the October 2023 Financial Report.

Motion (2) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the October 2023 Financial Report as presented. Motion passed.

- Plant Sale – Michelle updated the Board that the sale is going very well, with current sales already at 92% of our actuals at this time last year and we are at 65% of this year's goal
- Cluster Engineer Contract Revisions – Heather updated the Board regarding the status of the revised contract. The Board agreed that Heather will follow up with Dave to finalize language and will then share it with Skagit CD.

8 Board Business & Actions

- Continuing Education Program – The Board reflected on the recent presentation by Stephanie Turco. They agreed that the next talk will be in late winter/early spring on the topic of the Fundamentals of Soil Health. Board Supervisor Gary Ketcheson will present.

9 Cost Share Policy Updates

- Kelsi Mottet presented updates to the Cultural Resource Procedures and Unanticipated Discovery Form for the Board's approval.

Motion (3) – Jennifer Abermanis moved and Gary Ketcheson seconded the approval of Cost Share Policy’s Cultural Resources documents as presented. Motion passed.

10 District Staff Report

- District Staff Report – Heather answered questions related to the staff report.
- WACD Annual Meeting – Heather encouraged both Supervisors and Associate Supervisors to attend the annual meeting and will follow up with details about how to remotely access the meeting.
- Stewardship Forester – Heather let the Board know that the new position has been posted. She will share it with them in hopes that they can share it with potential hires.

10 Meeting Adjourned at approximately 7:16 PM

11 Other, Upcoming Dates and Review of Motions

November 21 Staff Retreat
November 23-24 Thanksgiving Holiday - Office Closed
November 26-30 WACD Annual Meeting in Wenatchee
November 28-30 Michelle Maynard on vacation
December 21 WICD Board Meeting
December 25 Christmas/Winter Holiday – Office Closed

Review of Motions:

Motion (1) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the minutes from the October 26 Regular Board meeting with one edit. Motion passed.

Motion (2) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the October 2023 Financial Report as presented. Motion passed.

Motion (3) – Jennifer Abermanis moved and Gary Ketcheson seconded the approval of Cost Share Policy’s Cultural Resources documents as presented. Motion passed.