



Whidbey Island Conservation District

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

Public Meeting Minutes October 26, 2023; 5:30 PM – 7:02 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	Mark Sytsma – Vice Chair
Gary Ketcheson – District Auditor	Jessica Aws – Supervisor

Attendees:

Heather McCoy – Executive Director	Stephanie Turco – Associate Supervisor
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3 Call to Order, Welcome

Dave Edwards called the meeting to order at 5:30 PM.

4 Public Input and/or Comments

(None)

5 Approval of Minutes from November 16, 2023

Motion (1) – Gary Ketcheson moved and Jessica Aws seconded the approval of the minutes from the November 16 Regular Board meeting as presented. Motion passed.

6 Partner Updates

Heather McCoy reminded the Board that reports from NRCS and SCC were shared via email this week.

7 Financial & Operations Report and Actions

- Financial Report – Heather McCoy presented and reviewed the November 2023 Financial Report.

Motion (2) – Gary Ketcheson moved and Mark Sytsma seconded the approval of the November 2023 Financial Report as presented. Motion passed.

- Year-End Forecast – Heather presented the revised budget for the year-end forecast.

Motion (3) – Gary Ketcheson moved and Jessica Aws seconded the approval of FY2024 Year-End Forecast as presented. Motion passed.

- Cluster Engineer Contract Revisions – Heather updated the Board on the final revisions of the contract.

Motion (4) – Gary Ketcheson moved and Mark Sytsma seconded the approval of revised Cluster Engineer Contract as presented. Motion passed.

8 Board Business & Actions

- WACD Annual Meeting Insights – Those Supervisors who remotely attended the annual meeting shared their experiences.
- Date of the WICD Board Mixer – Heather gave a brief overview of the proposed event and presented several dates. The Board chose Friday, February 2, 2024 from 6-7pm at the WICD Office.
- Committee Formalization – Gary Ketcheson and Heather presented the Temporary Board Committee document for the new Board Continuing Education Committee. The document, created by Board Learning and Development Officer Jennifer Abermanis, outlines the responsibilities and authority of the new temporary committee.

9 District Staff Report

- District Staff Report – Heather answered questions related to the staff report.

10 Meeting Adjourned at approximately 7:02 PM

11 Other, Upcoming Dates and Review of Motions

December 25	Christmas/Winter Holiday – Office Closed
December 26	Michelle out of office
Dec 26-Jan 1	Kelsi & Heather both out of office
January 18	SCC Regular Meeting
January 22	WACD Board of Directors Meeting
January 25	WACD Legislative Day
January 25	WICD Board Meeting

Review of Motions:

Motion (1) – Gary Ketcheson moved and Jessica Aws seconded the approval of the minutes from the November 16 Regular Board meeting as presented. Motion passed.

Motion (2) – Gary Ketcheson moved and Mark Sytsma seconded the approval of the November 2023 Financial Report as presented. Motion passed.

Motion (3) – Gary Ketcheson moved and Jessica Aws seconded the approval of FY2024 Year-End Forecast as presented. Motion passed.

Motion (4) – Gary Ketcheson moved and Mark Sytsma seconded the approval of revised Cluster Engineer Contract as presented. Motion passed.