



# Whidbey Island Conservation District

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## Public Meeting Minutes- DRAFT April 27, 2023; 9:01 AM – 11:38 AM

### 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

Jessica Aws -- Supervisor

Jennifer Abermanis – Board Learning & Development Officer

#### Attendees:

Torrey Olsen – Associate Supervisor

Stephanie Turco – Associate Supervisor

Heather McCoy – Executive Director

Michelle Maynard – Finance & Operations Manager

James Watson – Natural Resource Planner

Alan Chapman – WACD

### 3 Call to Order, Welcome

Dave Edwards called the meeting to order at 9:01 AM.

### 4 Public Input and/or Comments

No comments.

### 5 Approval of Minutes from March 23 and April 10

**Motion (1) – Jennifer Abermanis and Mark Sytsma moved and seconded the approval of the minutes from the March 23 Regular Board meeting and April 10 Special Board meeting. Motion passed.**

### 6 Partner Updates

Alan Chapman reported on the recent WACD Board meeting: (1) SCC Interim Director Kirk Robinson updated the WACD Board on the SCC E.D. search process (expected hire in September; more details on the process to come next month); (2) Financial report is good overall; (3) Currently searching for venues for the 2025 and 2026 Annual Meetings (places in eastern WA for approx. 100 people with government rates and offering hybrid meeting capabilities; contact Ryan Baye with recommendations); (4) DEI consultant Allen Sutton will have 2 sessions at the upcoming WADE conference; (5) WACD is currently working on its Annual Work Plan and will request feedback soon; and (6) King CD recently had a “zoom bomber” disrupt their online Board meeting; SCC has sent a message to all CDs with recommendations in case it happens to others.

### 7 Strategic Plan

Heather McCoy shared the initial draft of the Annual Work Plan for FY2024 and answered questions. Once approved, the plan will be presented to the public for comments and the revised version will be presented to the Board in the May meeting.

**Motion (2) – Jennifer Abermanis moved and Mark Sytsma seconded the approval of the Annual Work Plan draft as presented. Motion passed.**

### 8 Project Update

James Watson gave an overview of the Western SARE research project, shared some preliminary data, and answered questions.

### 9 Financial & Operations Report and Actions

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

**Motion (3) – Jennifer Abermanis moved and Jessica Aws seconded the approval of the March 2023 Financial Report as presented. Motion passed.**

**10 Policy Manual Report & Actions**

- Benefits Policies Review – Heather presented her proposed revisions for the Benefits portion of the policy manual.

**Motion (4) –Mark Sytsma moved and Jennifer Abermanis seconded the approval of the Benefits policies as discussed with 2 edits. Motion passed.**

- Safety Policies Review – Heather presented her proposed revisions for the Safety portion of the policy manual.

**Motion (5) – Jennifer Abermanis moved and Mark Sytsma seconded the approval of the Safety policies as discussed with 3 edits. Motion passed.**

**9 Board Leadership and Development**

- DEI Next Steps - Jennifer gave an overview of the recent Special Board Meeting on DEI and Heather shared DEI-focused language from recent grant RFPs.
- Associate Supervisor orientation – Jennifer asked the two Associate Supervisors for feedback on their recent orientation.

**10 District Staff Report**

- District Staff Report – Heather answered questions related to her staff report.
- Next Year’s Conservation Month – Michelle presented our plan to move the Plant Sale and Elections to March to align with the state’s Conservation Month and to enable us to have better weather for the sale week as well as promote our Election at the Plant Sale (when/where we already engage many community members)

**11 Meeting Adjourned at approximately 11:38 AM**

**12 Other, Upcoming Dates and Review of Motions**

May 13 Penn Cove Water Festival  
May 16-18 WSCC Board Meeting  
May 25 WICD Board Meeting (Annual Work Plan & FY2024 Budget Approval)

**Review of Motions:**

**Motion (1) – Jennifer Abermanis and Mark Sytsma moved and seconded the approval of the minutes from the March 23 Regular Board meeting and April 10 Special Board meeting. Motion passed.**

**Motion (2) – Jennifer Abermanis moved and Mark Sytsma seconded the approval of the Annual Work Plan draft as presented. Motion passed.**

**Motion (3) – Jennifer Abermanis moved and Jessica Aws seconded the approval of the March 2023 Financial Report as presented. Motion passed.**

**Motion (4) –Mark Sytsma moved and Jennifer Abermanis seconded the approval of the Benefits policies as discussed with 2 edits. Motion passed.**

**Motion (5) – Jennifer Abermanis moved and Mark Sytsma seconded the approval of the Safety policies as discussed with 3 edits. Motion passed.**