



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 October 26, 2023; 9:00 AM – 11:26 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

Gary Ketcheson – District Auditor

Jennifer Abermanis – Board Learning & Development Officer

Attendees:

Heather McCoy – Executive Director

Michelle Maynard – Finance & Operations Manager

Stephanie Turco – Associate Supervisor

3 Call to Order, Welcome

Dave Edwards called the meeting to order at 9:00 AM.

4 Public Input and/or Comments

(None)

5 Approval of Minutes from September 28, 2023

Motion (1) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the minutes from the September 28 Regular Board meeting as presented. Motion passed.

6 Partner Updates

(None)

7 Financial & Operations Report and Actions

- Orca Recovery Day – The Board discussed recent ORD activities.
- Financial Report – Michelle Maynard presented and reviewed the September 2023 Financial Report.

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

- Cluster Engineer Contract Revisions – Dave and Heather updated the Board regarding the status of the revised contract. Heather will follow up with Skagit CD to finalize language and will bring the updated version to the November Board meeting.

8 Board Business & Actions

- Board Calendar 2024 and AM/PM Meeting Time – The calendar list was confirmed for 2024. The Board discussed moving the monthly time to evening meetings and shortening them to 2 hours.

Motion (3) – Dave Edwards moved and Jennifer Abermanis seconded the new monthly Board meeting time of 5:30pm to 7:30pm (changing from 9am-noon). Motion passed.

- Continuing Education Program – Jennifer presented an outline for the Board's new continuing education program. The group gave feedback on potential topics. It was decided that the program will have quarterly talks starting on November 14th from 5:30-7:30 via Zoom.
- Prospective Candidate Mixer – Heather proposed a Board-hosted informal open house for prospective candidates. Heather will look at January dates for the event.
- NW Area Association Meeting – Those who participated in the NW Area Association meeting shared their experiences.

9 District Staff Report

- District Staff Report – Heather answered questions related to the staff report.
- Annual Plant Sale – Michelle updated everyone on the preparations for this year’s sale.

10 Meeting Adjourned at approximately 11:26 AM

11 Other, Upcoming Dates and Review of Motions

November 10 Veteran’s Day Observance – Office Closed
November 16 WICD Board Meeting
November 23-24 Thanksgiving Holiday - Office Closed
November 26-30 WACD Annual Meeting in Wenatchee
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 September 28 Regular Board meeting as presented. Motion passed.

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

Motion (3) – Dave Edwards moved and Jennifer Abermanis seconded the new monthly Board meeting time of 5:30pm to 7:30pm (changing from 9am-noon). Motion passed.