



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 March 26, 2026; 5:30 PM – 7:32 PM

1 Public Meeting

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

2 Attendance and Quorum

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

David Edwards – Chair	Mark Sytsma – Vice Chair
Gary Ketcheson – Board Auditor	Jennifer Abermanis – Board Leadership & Dev't Officer

Attendees:

Heather McCoy – Executive Director	Michelle Maynard – Finance & Operations Manager
Alan Chapman – WACD	Teri Jo Summer-Reiger – Associate Supervisor
Baleigh Allen – Associate Supervisor	Scott Reid – Associate Supervisor
Hannah Andersen – Education & Outreach Coordinator	

3 Call to Order, Welcome

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

4 Public Comments

None

5 Staff Spotlight

- 2026 Updated Social Media Analysis: WICD Education & Outreach Coordinator Hannah Andersen gave an overview of our Meta social media program.

6 Minutes

- Dave presented the February 26, 2026 Board Meeting minutes for approval.

Motion (1) Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the February 2026 Board Meeting minutes as presented. Motion passed.

7 Partner Update

Alan Chapman shared updates from the recent WACD Board meeting: (1) the Plant Materials Center (PMC) is running short in sales (likely do to the downturn in the economy); (2) WACD is discussing how to remove barriers to involve more CD Supervisors' participation; (3) the Sustainable Funding Committee has been working on a revised proposal and will present it at the WACD Spring Legislative Engagement Meeting (hybrid on 4/29); (4) there will be a second legislative meeting on 9/18; (5) the current Legislature's budget has gone to the Governor's office and includes less money than expected for the SCC Sustainable Farms & Fields program and more to the SCC Forest Health & Community Wildfire Resilience program; and (6) there will be changes made to the 89.08 WAC dealing with CD elections resulting from the recent case against Clallam CD/SCC; the Attorney General will make the suggested changes.

8 Financial & Operations Report and Actions

- Financial Report – Michelle Maynard presented the February 2026 reports.

Motion (2) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the February 2026 financial reports as presented. Motion passed.

- Plant Sale Updates: Michelle gave a quick summary of our recent plant sale.

9 Board Business Report and Actions

- Policy Manual Review: Finance Policies – Heather and Michelle presented updates to the content of the Finance policies based on language suggested by the State Auditors Office and Associated Industries (HR consulting firm).

Motion (3) – Jennifer Abermanis moved and Gary Ketcheson seconded the approval of the edits to the Finance Policies section in the Policy Manual as discussed, including grammatical corrections that Dave and Jennifer will send to Heather. Motion passed.

- Board Election Updates – Teri Jo Summer-Reiger is our candidate for the current election and we have had over 50 ballot requests. Applications for the open appointed position are due by March 31.
- Board Officer Roles – Dave briefly reminded everyone of the 4 Board officer roles; we will discuss in May following the Supervisor transitions.
- Upcoming Work Plans – Heather reminded everyone that she will present a rough draft of the FY2027 Annual Work Plan at the April meeting and that WICD will begin long-range planning in the early fall.

9 District Staff Report

- District Staff Report – Heather answered questions regarding the report.

10 Meeting Adjourned at approximately 7:32 PM

11 Other, Upcoming Dates and Review of Motions

March 3-7	Plant Sale Volunteer Packing Days & Sale Day (3/7)
March 10	Deadline to vote in our election (by 4pm)
March 26	WICD Board Meeting (remote)
March 31	Application deadline for Appointed Candidates

Review of Motions:

Motion (1) Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the February 2026 Board Meeting minutes as presented. Motion passed.

Motion (2) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the February 2026 financial reports as presented. Motion passed.

Motion (3) – Jennifer Abermanis moved and Gary Ketcheson seconded the approval of the edits to the Finance Policies section in the Policy Manual as discussed, including grammatical corrections that Dave and Jennifer will send to Heather. Motion passed.