



Whidbey Island Conservation District

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

Public Meeting Minutes June 27, 2024; 5:31 PM – 6:49 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

Jennifer Abermanis – Board Learning & Development Officer

Attendees:

Kenesha Lewin – DEI Consultant

Teri Jo Summer-Reiger – Associate Supervisor

Heather McCoy – Executive Director

Michelle Maynard – Finance & Operations Manager

3 Call to Order, Welcome

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

4 Approval of Minutes from May 23, 2024 and June 17, 2024

Motion (1) – Gary Ketcheson moved and Mark Sytsma seconded the approval of the minutes from the May 23 Regular Board meeting as presented. Motion passed.

Motion (2) – Mark Sytsma moved and Gary Ketcheson seconded the approval of the minutes from the June 17 Special Board meeting as presented. Motion passed.

5 Partner Updates

Heather McCoy reminded folks of the email forwarded from Robin Buckingham (NRCS).

6 Financial & Operations Report and Actions

- Financial Report – Michelle Maynard presented the May 2024 reports.

Motion (3) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the May 2024 financial reports as presented. Motion passed.

- Electronic Signature Policy – Michelle presented the new policy for approval.

Motion (4) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of new Electronic Signature Policy as presented. Motion passed.

7 Board Business & Actions

- WADE Conference Reflections – Jennifer and Heather gave their impressions of the annual conference.
- Proposed Components for August In-Person Annual Meeting – Heather presented an outline for the August meeting and asked for feedback.
- Continuing Education Series – Jennifer confirmed that the next talk will be focused on water availability on Whidbey. Chris Kelley, Island County’s hydrogeologist, will speak on August 19, 5:30-7:30 PM.
- Introduction of new DEI Consultant, Kenesha Lewin – Dave welcomed Kenesha and everyone introduced themselves. Kenesha and Heather outlined next steps (e.g. 1:1 supervisor interviews with Kenesha, then a first workshop session)
- Establishment of Ad Hoc Committee on Landowner-Farmer Connections – Gary presented the summary sheet for the new ad hoc committee.

Motion (5) – Mark Sytsma moved and Jennifer Abermanis seconded the approval of new ad hoc committee as presented. Motion passed.

8 District Staff Report

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

9 Meeting Adjourned at approximately 6:49 PM

10 Other, Upcoming Dates and Review of Motions

June 30	End of FY2024
July 4	Independence Day – Office Closed
July 10	SCC Grant & Final Operational Vouchers due
July 27	WICD Regular Board Meeting (remote only)

Review of Motions:

Motion (1) – Gary Ketcheson moved and Mark Sytsma seconded the approval of the minutes from the May 23 Regular Board meeting as presented. Motion passed.

Motion (2) – Mark Sytsma moved and Gary Ketcheson seconded the approval of the minutes from the June 17 Special Board meeting as presented. Motion passed.

Motion (3) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of the May 2024 financial reports as presented. Motion passed.

Motion (4) – Gary Ketcheson moved and Jennifer Abermanis seconded the approval of new Electronic Signature Policy as presented. Motion passed.

Motion (5) – Mark Sytsma moved and Jennifer Abermanis seconded the approval of new ad hoc committee as presented. Motion passed.