



# Whidbey Island Conservation District

P.O. Box 490 – 1 NE 4<sup>th</sup> Street, Coupeville, WA 98239 - 360.678.4708 Fax: 360.678.2271

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## Public Meeting Minutes

Oct. 23, 2014

9:00 a.m. - 11:00 p.m.

### 1 Public Meeting

A regular meeting of the Board of Supervisors of the Whidbey Island Conservation District was held at the District office, 1 NE 4<sup>th</sup> Street, Coupeville.

### 2 Attendance and Quorum

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

Wendi Hilborn – Chair

Sarah Richards – Vice-Chair

Tom Fournier – Auditor

Fran Einterz – Regular Member

Tim Keohane – Regular Member

**Also in attendance:**

Karen Bishop - District Manager

Sandy Welch – Office Administer, Treasurer

Rob Hallbauer – Natural Resource Planner

Shana Joy – WSCC Puget Sound Regional Manager and Policy Assistant by phone

### 3 Call to Order and Welcome

Wendi Hilborn, Board Chair, called the meeting to order at 9:00 a.m.

### 4 Minutes

**Motion (1) Tom Fournier moved to approve the minutes of the Sept. 25, 2014 meeting. Motion passed.**

### 5 Financials

Sandy Welch, Treasurer, presented the financials. One sponsorship is still outstanding for the farm tour. The board had questions regarding the budget to actual and the accounting of cost share projects. Cost share projects are a pass through and skew the budget to actual report until they are paid out and there is an expense to offset the income budget. Sandy and Karen will work on a solution to report this differently as not to cause confusion.

**Motion (2) Tom Fournier moved to approve the Sept. 26 – Oct. 23, 14 P & L, voucher report including #5085 – 5117 (\$32,783.60) POS purchases (\$232.04), and EFTPS for monthly 941 payroll tax (\$5,307.48) all totaling \$38,999.75. Motion passed.**

**Motion (3) Tim Keohane moved to invest the farm tour fund balance into a 6 month Certificate of Deposit as soon as the books of the farm tour are closed for the year. Motion passed.**

### 6 Plant Sale Update

Sandy said she was close to finalizing the plant sale catalog for 2015. Sarah Richards agreed to assist with questions. Fran Einterz offered to contact the PMC administrative board regarding continued reduced conifer pricing as was offered in last year.

### 7 Staff Project Reports

Sarah Cassatt reported the farm tour final statistics and survey information. The concept of revising the farm tour to become a year around agri-tourism project was discussed, with general support of the board.

Sarah also reported on the North Whidbey CSA project. This project pilot is very successful and will need to transition to private management to continue. The board expressed commitment to investing staff time to make a smooth transition, which they feel may take a couple of years, and should remain as part of the WICD work plan.

- 8 WSCC Report – Shana Joy, WSCC Puget Regional Manager and Policy Assistant**  
Shana reminded board members to review the open government training videos and fill out the form that certifies that they have done so. She said that the next WSCC meeting is Dec. 4 at Cle Elum. She also encouraged participation in the NRCS webinar series about the new Farm Bill.
- 9 CPDS Cost Share Project Ranking for WSCC**  
Karen presented the projects that are currently entered into the WSCC CPDS data system for cost share. Staff completed cost share ranking and asked for board input.  
**Motion (4) Tim Keohane moved to approve the cost share project ranking as was prepared by WICD staff. Motion passed with 4 board members voting yes and 1 board member, Sarah Richards, abstaining.**
- 10 Presentation of Farm Plan – Ken Drecksell**  
Ken presented farm conservation plan #10-15\_1  
**Motion (5) Fran Einterz moved to approve farm conservation plan #10-15\_1. Motion passed.**
- 11 District Manager Report – Karen Bishop**  
Karen said that the FY14 report of accomplishments to the Board of Island County Commissioners is set for Nov. 5 and encouraged board members to attend. The crop mapping is complete. \$3,000 of this work is reimbursed by the Dept. of Agriculture but it takes about twice that much staff time. However, the accurate data has many other uses. Supervisors Sarah, Tom and Fran would like to attend the annual meeting in Cle Elm Dec. 1 – 3. Karen is also planning to go. Karen said that staff is working on a grant application for the north side of Penn Cove which will be submitted to the Dept. of Ecology for Centennial Clean Water funds. The board approved this project submission. The project is also supported by the Island County Local Integrating Organization.
- 12 Upcoming Dates, Review of Motions, Adjourn**  
**Thursday, December 18, 9:00 – 11:00 a.m. (Board Meeting)**
- Action Items**  
**Motion (1) Tom Fournier moved to approve the minutes of the Sept. 25, 2014 meeting. Motion passed.**  
**Motion (2) Tom Fournier moved to approve the Sept. 26 – Oct. 23, 14 P & L, voucher report including #5085 – 5117 (\$32,783.60) POS purchases (\$232.04), and EFTPS for monthly 941 payroll tax (\$5,307.48) all totaling \$38,999.75. Motion passed.**  
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Meeting adjourned at 11:40 a.m.