



# 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

---

## Public Meeting Minutes January 25, 2017; 9:00 – 11:30 a.m.

### 1 Public Meeting

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

### 2 Attendance and Quorum

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

Sarah Richards – Vice-Chair, Presiding      Ed Adams – Regular Member  
Tom Fournier – Auditor      Absent: Wendi Hilborn and Tim Keohane

**Also in attendance:**

Sandy Welch – WICD Office Administer, Treasurer  
Kelsi Franzen, WICD Marketing, Outreach and Education Coordinator  
Matt Zupich, WICD Natural Resource Planner  
Ken Drechsel, WICD Farm and Forest Conservation Planner

### 3 Call to Order and Welcome

Sarah Richards, Board Vice-Chair, called the meeting to order at 9:19 a.m.

### 4 Minutes

**Motion (1) Ed Adams moved to approve the minutes of the December 21, 2016 meeting. Motion passed.**

### 5 Financials

Sandy Welch presented the financial report.

**Motion (2) Tom Fournier moved to approve the P & L and voucher report including vouchers #5783 - 5803 (\$25,060.68); ePay deposits \$2,406.59; POS purchases (\$910.02); and EFTPS for monthly 941 payroll tax (\$5,334.98) all totaling \$33,712.27. Motion passed.**

**Motion (3) Ed Adams moved to approve rolling over the 90 day Certificate of Deposit for District Reserved. Motion passed.**

**Motion (4) Ed Adams moved to approve hiring a temporary part-time staff person to assist with the plant sale, with details to be arranged by Karen. Motion passed.**

### 6 Forest Plan Approval – Ken Drechsel / Matt Zupich

**Motion (5) Ed Adams moved to approve Forest Plan 1\_17\_1. Motion passed.**

### 7 Cost Share Contract

**Motion (6) Ed Adams moved to approve the cost share contract with the National Park Service for their “Farm 1” property as amended with the NPS solicitor recommendations. Motion passed.**

### 8 Social Media Statement of Intent

Kelsi Franzen presented an update on the social media policy. The board would like to see this as part of the current WICD policy manual and not a separate plan, included in the long range plan. Security policy for online accounts should also be addressed.

### 9 Resource Conservator

Tom Fournier proposed an idea for WICD to implement a Certified Resource Conservator program. It was suggested that this be part of the WICD long range plan. Tom will create a big picture plan for this project.

### 10 Upcoming Dates, review of motions and adjourn.

- February 7, Tuesday, 2:00p.m. – 6:00p.m. - WICD Election Day
- February 8, 10:00am – 2:00pm, Annual Report to Island County Commissioners

- February 13-14, WACD Legislative Days, Olympia
- February 15, 9:00 – 11:00am, WICD Board Meeting, WICD Conf. Room
- February 20, Monday, President’s Day, WICD office closed
- February 22-24, Plant sale packing of orders
- February 25, Saturday, 9:00am – 1:30pm, plant sale pick up day and open sale, Camp Casey, Coupeville

**11 Motions:**

**Motion (1) Ed Adams moved to approve the minutes of the December 21, 2016 meeting. Motion passed.**

**Motion (2) Tom Fournier moved to approve the P & L and voucher report including vouchers #5783 - 5803 (\$25,060.68); ePay deposits \$2,406.59; POS purchases (\$910.02); and EFTPS for monthly 941 payroll tax (\$5,334.98) all totaling \$33,712.27. Motion passed.**

**Motion (3) Ed Adams moved to approve rolling over the 90 day Certificate of Deposit for District Reserved. Motion passed.**

**Motion (4) Ed Adams moved to approve hiring a temporary part-time staff person to assist with the plant sale with details to be arranged by Karen. Motion passed.**

**Motion (5) Ed Adams moved to approve Forest Plan 1\_17\_1. Motion passed.**

**Motion (6) Ed Adams moved to approve the cost share contract with the National Park Service for their “Farm 1” property as amended with the NPS solicitor recommendations. Motion passed.**

**Meeting adjourned at 11:00 a.m.**