



Whidbey Island Conservation District

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

Public Meeting Minutes May 24, 2017; 9:00 – 12:00 p.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 4th Street, Coupeville, WA.

2 Attendance and Quorum

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

Sarah Richards – Vice-Chair Ed Adams – Regular Member
Tom Fournier - Auditor Anza Muenchow – Regular Member

Also in attendance or presenting:

Karen Bishop – WICD District Manager Kelsi Franzen, WICD Outreach/Education Coordinator

3 Call to Order and Welcome

Sarah Richards, Board Vice-Chair, called the meeting to order at 9:00 a.m.

Confirmed that Tom Fournier's re-appointment and Anza Muenchow's election have been certified by WSCC.

Motion (1) Sarah Richards moved to nominate Ed Adams as Board Chair. Motion passed.

Ed Adams took over as chair of the meeting at 9:10 a.m.

Motion (2) Sarah Richards moved to approve Sarah Richards as Vice-Chair and Tom Fournier as Auditor. Motion passed.

Motion (3) Sarah Richards moved to appoint Ed Adams and Anza Muenchow as the Personnel and Policy Committee. Motion passed.

Motion (4) Sarah Richards moved to appoint Tom Fournier and Anza Muenchow as the Audit Committee. Motion passed.

Board requested that individualized business cards be made for each Supervisor. These can be made internally, if possible.

4 Minutes

Motion (5) Sarah Richards moved to approve the minutes of the April 26, 2017 regular Board meeting. Motion passed.

5 Financials

Board Auditor, Tom Fournier, will approve Financial Report after Treasurer, Sandy Welch, returns from vacation.

Discussed potential equipment to purchase if year-end funding becomes available from WSCC.

Motion (6) Anza Muenchow moved that if additional funding comes through from WSCC, WICD staff is authorized to purchase equipment. Motion passed.

6 Long Range Plan Update

Motion (7) Sarah Richards moved to approve the Long Range Plan as amended to include Firewise. Motion passed.

7 FY18 Annual Plan and Budget

Motion (8) Ed Adams moved to approve the annual plan of work and budget for FY18. Motion passed.

8 WICD Photo Release Form

Motion (9) Sarah Richards moved to approve photo release form. Motion passed.

9 Project Reports

Updates given on the following projects:

- Greenbank Marsh Restoration Project
- Firewise
- Maxwelton Watershed Group
- Cost Share project updates

Motion (10) Tom Fournier moved to authorize Chair or Vice-Chair to sign final documentation for cost share projects. Motion passed.

- 10 WACD Business**
Discussed dues and potential resolutions to submit.
Motion (11) Sarah Richards moved to draft and submit a resolution or sign on to San Juan CD's resolution that WACD should establish one vote per conservation district attending at annual meetings to ensure fairness. Motion passed.
Sarah Richards, newly appointed as the WACD NW District Representative, presented a report on WACD business.
Motion (12) Ed Adams moved to approve WICD payment of travel expenses for Sarah Richards in her capacity as WACD NW District Representative for expenses not reimbursed by the WACD Board. Motion passed.
- 11 Upcoming Dates, review of motions and adjourn at 11:00 a.m.**
- 12 Motions:**
Motion (1) Sarah Richards moved to nominate Ed Adams as Board Chair. Motion passed.
Motion (2) Sarah Richards moved to approve Sarah Richards as Vice-Chair and Tom Fournier as Auditor. Motion passed.
Motion (3) Sarah Richards moved to appoint Ed Adams and Anza Muenchow as the Personnel and Policy Committee. Motion passed.
Motion (4) Sarah Richards moved to appoint Tom Fournier and Anza Muenchow as the Audit Committee. Motion passed.
Motion (5) Sarah Richards moved to approve the minutes of the April 26, 2017 regular Board meeting. Motion passed.
Motion (6) Anza Muenchow moved that if additional funding comes through from WSCC, WICD staff is authorized to purchase equipment. Motion passed.
Motion (7) Sarah Richards moved to approve the Long Range Plan as amended to include Firewise. Motion passed.
Motion (8) Ed Adams moved to approve the annual plan of work and budget for FY18. Motion passed.
Motion (9) Sarah Richards moved to approve photo release form. Motion passed.
Motion (10) Tom Fournier moved to authorize Chair or Vice-Chair to sign final documentation for cost share projects. Motion passed.
Motion (11) Sarah Richards moved to draft and submit a resolution or sign on to San Juan CD's resolution that WACD should establish one vote per conservation district attending at annual meetings to ensure fairness. Motion passed.
Motion (12) Ed Adams moved to approve WICD payment of travel expenses for Sarah Richards in her capacity as WACD NW District Representative for expenses not reimbursed by the WACD Board. Motion passed.