Public Meeting Minutes
July 24, 2019; 9:00 AM – 12:00 PM

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

   Also in attendance or presenting:
   Matt Zupich – WICD District Manager
   Sandy Welch – WICD Office/Fiscal Administrator
   Kelsi Mottet – WICD Technical Staff

3 Call to Order and Welcome
Ed Adams, Board Chair, called the meeting to order at 9:00 a.m.

4 Minutes
Motion (1) Sarah Richards moved to approve the minutes of the June 26, 2019 board meeting as read. Motion passed.
Motion (2) Anza Muenchow moved to approve the July 16, 2019 Special Meeting minutes as read. Motion passed.

5 Financial Report and Other Business
   • Sandy Welch presented the monthly Financial Report including an end of fiscal year review.
     Motion (3) Anza Muenchow moved to approve the Payroll, Expense, and Voucher #s 6539-6562 totaling $37,647.00; 2nd Quarter deposits to Employment Security and L&I totaling $683.30; Bank POS purchases totaling $717.49; EFTPS monthly 941 payroll tax filing totaling $5,271.32. Motion passed.
     • Sandy gave a status update of the State Auditor’s Office Accountability Audit of WICD. The board and staff discussed the differences noted between the current remote audit and an on-site audit as conducted in the past.
     • Sandy reviewed the WICD 2019 Asset Management Inventory.
     Motion (4) Anza Muenchow moved to approve the WICD 2019 Asset Management Inventory. Motion passed.
     • Matt presented a membership renewal application for the Washington Conservation Society including designating someone to vote on behalf of the board at WCS meetings.
     Motion (5) Tom Fournier moved to approve renewing membership with the Washington Conservation Society and designated Matt Zupich as the voting representative for WICD.

6 Technical Assistance Plans
   • Kelsi Mottet presented Forest Plan 7_19_1 for review and approval.
     Motion (6) Tom Fournier moved to approve Forest Plan 7_19_1. Motion passed.
     • Kelsi presented a board commitment form authorizing her to attend WSCC’s Conservation Planner Training this coming fall.
     Motion (7) Anza moved to approve signing the commitment form for Kelsi to attend WSCC’s Conservation Planner training. Motion passed.
     • Kelsi gave an update on the district’s Firewise program per board request.

7 WACD Report
   • Sarah Richards presented a WACD update including current efforts to hire a new Executive Director and revise the process for CD’s to submit resolutions. Follow-up to a board question last month - Enduris responded that they do not cover CD Board Members while serving on the WACD Board.
8 NRCS Report
- Matt Zupich gave an NRCS report on behalf of Jared Hamman.

9 District Manager Report
- Matt Zupich reviewed the proposed FY20 WSCC Implementation Grant Addendums for WICD.
  - Motion (8) Anza Muenchow moved to approve the FY20 WSCC Implementation Grant Addendums.
  - Matt requested guidance on the fate of 8 boxes of old Farm Tour cards. The board suggested giving them to Whidbey Island Grown which is the rightful owner.

10 Rates & Charges
- John Ghilarducci of FCS Group gave a presentation on the current rates and charges proposal. The board discussed a number of details regarding the proposal and suggested some refinements to the presentation.
  - Motion (9) Sarah Richards moved to approve the Rates & Charges proposal as presented. Motion passed.

11 Upcoming Dates and Review of Motions
- August 1 – WICD/SCD Rates & Charges Proposal due to County Commissioners
- August 9 – Snohomish CD Partner Breakfast & Monte’s Retirement Party
- August 21 – All Districts Meeting - Elections, Ellensburg
- August 28 – WICD Board Meeting, 9 am – Noon
- September 2 – Labor Day Holiday

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Motion (7) Anza moved to approve signing the commitment form for Kelsi to attend WSCC’s Conservation Planner training. Motion passed.
Motion (8) Anza Muenchow moved to approve the FY20 WSCC Implementation Grant Addendums.
Motion (9) Sarah Richards moved to approve the Rates & Charges proposal as presented. Motion passed.

12 Adjourned at 11:30 a.m.