



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 July 26, 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:

Ed Adams – Chair Sarah Richards – Vice-Chair
Anza Muenchow – Regular Member Tom Fournier – Auditor
Tim Keohane (by phone) – Regular Member

Also in attendance or presenting:

Karen Bishop – WICD District Manager Matt Zupich, WICD Natural Resource Planner
Sandy Welch – WICD Financial Administrator Bruce Gordon, WICD Farm & Forest Planner
Kelsi Franzen, WICD Outreach Coordinator Jared Hamman - NRCS Conservationist

3 Call to Order and Welcome

Ed Adams, Board Chair, called the meeting to order at 9:00 a.m. with a quorum present.

4 Minutes

Motion (1) Tom Fournier moved to approve the minutes of the July 19, 2017 special Board meeting. Motion passed.
Motion (2) Sarah Richards moved to approve the minutes of the June 28, 2017 regular Board meeting. Motion passed.

5 Financials

Sandy Welch presented the monthly Financial Report and highlighted end-of-year balances.

Motion (3) Tom Fournier moved to approve the P & L and voucher report including vouchers #5956 - 5981 (\$76,858.68); POS purchases (\$826.04); EFTPS for monthly 941 payroll tax (\$5,671.82); and ePay deposits to Employment Security and L&I (\$652.64): Motion passed.

Motion (4) Ed Adams moved to move \$2163.34 from the Heritage Bank Operating Account to the Heritage Bank Assessment Account to reflect year-end balances. Motion passed.

Motion (5) Anza Muenchow moved to roll over the Heritage Bank CD reserve for a new 90-day term. Motion passed.

Inventory – Board directed staff to contact Enduris for inventory policy recommendations.

6 Upcoming schedule of meetings and events.

Motion (6) Anza Muenchow moved to approve the following schedule of events. Motion passed.

November 15, Wednesday – Regular monthly Board meeting
December 20, Wednesday – Regular monthly Board meeting
February 6, Tuesday – Election Day
February 24, Saturday – Plant Sale Distribution Day and Open Sale
February 28, Wednesday – Regular monthly Board meeting

Motion (7) Sarah Richards moved to approve the Washington Conservation Society MOA. Motion passed.

7 NRCS Report – Jared Hamman

Jared shared information related to NRCS:

• training • projects on Whidbey • hiring plan • Task Orders • EQIP program

8 Project Reports

Updates given on the following projects:

- Whidbey Island Grown
- July WICD newsletter

- 9 Cost Share**
WICD staff presented the revised FY18 cost share resolution and ranking matrix.
Motion (8) Anza Muenchow moved to approve the cost share matrix updated for FY18 and FY19. Motion passed.
Motion (9) Sarah Richards moved to approve the cost share resolution # 17_06_1 with HU (historically underserved) defined. Motion passed.
- 10 Conservation Plan Approval**
WICD staff presented conservation plans for approval.
Motion (10) Tom Fournier moved to approve Farm Plan 7_17_1. Motion passed.
Motion (11) Sarah Richards moved to approve Forest Plan 7_17_2. Motion passed.
Board requested that Conservation Plans intended for Board approval be sent on the Friday before the Wednesday meeting.
- 11 WACD Business**
Sarah Richards, WACD NW Region Director, presented a report. Discussion followed regarding resolutions and consent agenda for the upcoming WACD NW Region meeting, October 12 at San Juan.
- 12 District Manager's Report**
Karen reported:
- Partner event presentations: Board requested that we propose presentation topics to Sound Waters and other partners that fall within WICD's identified priorities.
 - Staff is proposing to hold a photo contest to build our all island photo archive. Board shared their support.
 - FY17 reporting has been submitted. WSCC and Island County Commissioner's Reports of Accomplishment are coming up.
 - Karen gave an update on the Island County critical areas ag exemption update process.
 - DM Request to take accrued leave for 5 weeks in January – February 2018. Board approved.
- 13 Upcoming Dates, review of motions and adjourn at 12:00 p.m.**
- 14 Motions:**
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