



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 August 23, 2017; 9:00 – 11:00 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 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, absent (at WSCC meeting)

Anza Muenchow – Regular Member Tom Fournier – Auditor, absent

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

3 Call to Order and Welcome

Ed Adams, Board Chair, called the meeting to order at 9:05 a.m. with a quorum present.

4 Minutes

Motion (1) Tim Keohane moved to approve the minutes of the July 26, 2017 Board meeting. Motion passed.

5 Financials

Sandy Welch presented the monthly Financial Report.

Motion (2) Tim Keohane moved to approve the P & L and voucher report including vouchers #5982 - 6011 (\$35,144.27); POS purchases (\$533.19); EFTPS for monthly 941 payroll tax (\$5,180.18); Motion passed.

Board Supervisors discussed the GL account titled “WIG formerly Farm Tour” that reflects expenses incurred for the 2017 2% grant funding and the Port of South Whidbey projects support for WIG.

Board acknowledged the upcoming grant submission by WICD for 2% funds to support continued WIG brand and agri-tourism marketing efforts.

Motion (3) Anza Muenchow moved to approve the new Asset Management Policy to replace the existing Capital Asset Policy. Motion passed.

Motion (4) Tim Keohane moved to approve the new bank signature card to reflect the current Board Supervisors and officers. Motion passed.

Motion (5) Tim Keohane moved to approve the retainer of \$200 to Whatcom CD for access to Andrew Phay for IT services on an as needed basis. Motion passed.

Motion (6) Anza Muenchow moved to approve the WICD 50th Anniversary Celebration proposed budget of \$3,000 which includes speaker David Montgomery honorarium as well as food and other misc. event expenses - to be held on Friday evening, December 1 at the Nordic Hall. Motion passed.

6 WACD Business –

Supervisors affirmed their support for WACD Resolution titled “Change in Voting at WACD Annual Meetings” to be submitted with Lewis and San Juan Conservation Districts to the Northwest region WACD meeting for consideration.

7 Conservation Plans – Presented by Matt Zupich

Motion (7) Tim Keohane moved to approve Forest Conservation Plan 8_17_1. Motion passed.

Motion (8) Tim Keohane moved to approve Forest Conservation Plan 8_17_2. Motion passed.

Motion (9) Ed Adams moved to approve Farm Conservation Plan 8_17_1. Motion passed.

This morning, Matt Zupich presented a power point of the recently completed Ebey's project to the Local Integrating Organization (LIO) Executive and technical committees. Board encouraged giving this presentation to as many audiences as possible as it showcases a highly effective partner project as well as WICD's ability to leverage funding.

8 District Manager's Report

Karen reported:

- Critical Areas Exemption for Ag ordinance passed through the Island County Commissioners. On August 15, after nearly 14 years of work.
- Karen recently met with City of Oak Harbor staff and has had conversations with Town of Coupeville staff on LID stormwater requirements. WICD's role is evolving to providing more outreach TA and less design assistance as stormwater work becomes more specialized.
- Staff is working on completing the 2% grant application as well as evaluating projects for a Centennial Clean Water application. Also working on Penn Cove NTA funding proposal update.
- TA requests keep increasing. Staff continues to perfect internal systems to increase efficiency.

9 Upcoming Dates, review of motions and adjourn at 11:19 p.m.

- September 27, 9:00 – 12:00 WICD Board
- October 12 – WACD NW Region Meeting – San Juan Islands
- October 25 – 9:00 – 12:00, WICD Board
- November 15 – 9:00 – 12:00, WICD Board
- November 27 – 29, WACD Annual Meeting – Tri Cities

10 Motions:

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