



Whidbey Island Conservation District

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**Public Meeting Minutes
August 22, 2013
10:00 - 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 District office, 1 NE 4th Street, Coupeville.

2 Attendance and Quorum

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

Wendi Hilborn – Chair
Sarah Richards – Vice-Chair
Tom Fournier – Auditor
Fran Einterz – Regular Member

Also in attendance:

Karen Bishop - District Manager
Sandy Welch – Office Administer
Rob Hallbauer – Natural Resource Planner
Sarah Cassatt – Public Information and Resource Planner
Tony Sunseri – NRCS District Conservationist
Stu Trefry - Regional Manager, WA State Conservation Commission (by phone)

3 Meeting Call to Order

Wendi Hilborn, board chairman, called the meeting to order at 10:00 a.m.

4 Special Board Meeting – September 5

Supervisors decided to set a Special Board Meeting for September 5, 2013 to discuss the cost share policy and ranking of cost share projects (WSCC category 3 prioritization).

5 Minutes

Supervisors reviewed the July 25, 2013 meeting minutes.

Motion (1) Tom Fournier moved to approve the July 25, 2013 regular meeting minutes. Motion passed.

6 Financial Report – Sandy Welch

Sandy presented the July 26 – August 22, 2013 financial report. Flow monitors in the project implementation category for \$1,942.73 are part of the Ebey's project but will be reimbursed by an agreement with MRC. It was noted that there is \$3,280 in outstanding Farm Tour sponsorships.

Motion (2) Sarah Richards moved to approve the July 26 – Aug. 22 P & L, the voucher report including vouchers #4713– 4737 (\$25,840.54), POS purchases (\$2,412.62), and EFTPS (\$4,998.56) all totaling \$33,261.72. Motion passed.

Motion (3) Sarah Richards moved to roll the CD with FY13 year-end cash balance over for 30 more days. Motion passed.

7 WSCC Report – Stu Trefry, Regional Manager

Stu reported that priorities for Category 3 cost share projects are due Sept. 6. The WSCC annual report is due Sept 6. Resolutions for the WACD meeting must be approved by the board prior to the NW Regional Meeting in Port Townsend on October 7. Stu is facilitating the WSCC Communications group in which Karen B. and Sarah Richards are participating.

8 NRCS Report – Tony Sunseri

NRCS is finishing up the 2013 EQIP contracts. Kathy Kilcoyne is retiring as of Sept. 27. Tony contacted WICD regarding a task order to conduct inspections for seasonal high tunnel projects on Whidbey.

Motion (4) Sarah Richards moved to approve the NRCS Task Order with WICD for \$862.70 to inspect 7 Seasonal High Tunnel (798) installations. Motion passed.

Tony discussed the NRCS_WICD Cooperative Working Agreement Draft. Tom reviewed the draft. Karen will revise draft for approval at the September 5, 2013 Special WICD Board Meeting.

9 Staff Reports

Karen Bishop – District Manager

Cost share scoring matrix - Supervisors reviewed the scoring matrix draft for prioritizing cost share projects. Suggestions were to broaden agricultural production language to include perennials, flowers and seed crops; as well as to define streams in section #1.

Jefferson CD Management – Karen said Jefferson CD manager had resigned and may need some interim assistance. Possible shared management was discussed. The board agreed to Karen providing support in the short term only.

Rob Hallbauer – Natural Resource Planner

Rob reported on the upcoming fair participation by WICD. WICD will have a display with outreach materials for all programs. Rob will serve as grains and grasses superintendent in Karen's absence with judges from the WSU Research Station in Mt. Vernon. Rob gave a progress report on the Ebey's Watershed Project. Rob is working with the Greenbank Farm on a water catchment workshop (October 5) to showcase the new system soon to be installed.

Sarah Cassatt – Public Information and Resource Planner

Sarah presented information on the Whidbey EcoNet Social Marketing project targeting the Maxwelton Watershed. The funder is the Puget Sound Partnership. The total project cost is \$42,490, with \$33,654 from PSP and \$8,836 in contributed match from WICD.

Motion (5) Sarah Richards moved to approve the contract with PSP for \$42,490 for the Whidbey EcoNet Social Marketing project. Motion passed.

10 WICD Board Committees

Policy Development, Personnel and Communications – Sarah Richards and Tim Keohane agreed to serve on this committee. They will meet prior to the September Board meeting.

WACD Dues – Tim Keohane agreed to participate in discussion on revising WACD dues structure.

11 Upcoming Dates and Review of motions:

WICD Special Board Meeting – September 5, 2013

WICD Board Meeting – September 25, 2013

Review of Motions:

Motion (1) Tom Fournier moved to approve the July 25, 2013 regular meeting minutes. Motion passed.

Motion (2) Sarah Richards moved to approve the July 26 – Aug. 22 P & L, the voucher report including vouchers #4713– 4737 (\$25,840.54), POS purchases (\$2,412.62), and EFTPS (\$4,998.56) all totaling \$33,261.72. Motion passed.

Motion (3) Sarah Richards moved to roll the CD with FY13 year-end cash balance over for 30 more days. Motion passed.

Motion (4) Sarah Richards moved to approve the NRCS Task Order with WICD for \$862.70 to inspect 7 Seasonal High Tunnel (798) installations. Motion passed.

Motion (5) Sarah Richards moved to approve the contract with PSP for \$42,490 for the Whidbey EcoNet Social Marketing project. Motion passed.

Meeting adjourned at 12:15 p.m.