



6/6/2022

**East Multnomah Soil and Water Conservation District
Board of Directors *APPROVED* Meeting Minutes**

Monday, June 6, 2022

6:01pm- Call to Order

Guebert called to order the regular meeting of the EMSWCD Board of Directors meeting at 6:01pm on Monday, June 6th, 2022, via videoconference.

6:02pm- Introductions, Review/revise agenda, Review previous action items

Guebert conducted introductions for the record. The following persons were present:

Board of Directors: Mike Guebert (Zone 3 Director, Chair), Laura Masterson (Zone 2 Director, Secretary), Jasmine Zimmer-Stucky (At-Large 2 Director, Vice-Chair), Jim Carlson (At-Large 1 Director, Treasurer), Joe Rossi (Zone 1 Director)(6:14pm)

Staff: Nancy Hamilton (Executive Director), Dan Mitten (Chief of Finance & Operations), Julie DiLeone (Rural Lands Coordinator), Monica McAllister (Community Connections Liaison), Asianna Fernandez (Executive Assistant)

Changes to the agenda: N/A

Guebert presented previous Action Items:

Board of Directors to review the HR Handbook and send comments or questions to Hamilton and Mitten before the end of the week (5/6/22). [Done]

Board of Directors to review 4/13/22 Strategic Planning Workshop minutes and approve of them at the June Board meeting. [In Progress]

6:04pm- Approval of minutes

MOTION: Zimmer-Stucky moved to approve May 2, 2022, Board Meeting Minutes, Carlson 2nd. Motion passed unanimously (4-0, Rossi absent).

MOTION: Zimmer-Stucky moved to approve March 7, 2022, Special Board Meeting Minutes, Carlson 2nd. Motion passed unanimously (4-0, Rossi absent).

MOTION: Zimmer-Stucky moved to approve March 2, 2022, Budget Committee 3 Meeting Minutes, Carlson 2nd. Motion passed unanimously (4-0, Rossi absent).

6:04pm- Time reserved for public comment

N/A

6:05pm- Executive Director Update

TSCC Hearing Update

- Zimmer-Stucky joined the meeting
- Synopsys of the meeting in the Q&A document included in the packet.
- TSCC seemed happy with what the District is doing.
- **Zimmer-Stucky** was impressed with some of the questions the TSCC asked.

In-person meetings update

- Corbett Springdale, StreamCare sites, and Gordon Creek Tour with Lucas



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- Noticed all the StreamCare site signs.
- Is there a need to look into our mature sites again?
- Meeting with Christopher Lapp at Clackamas Soil and Water Conservation District for an idea brainstorm over coffee.
 - sharing tools/equipment library
 - workshops, equity training, HR policy ideas
 - renting space vs. owning office space
 - state-wide eligibility for Board of Directors
 - joint board member meeting
- Working on setting up a meeting with Lacy Townsend and Christopher Lapp to chat about ideas brought up in 1x1 with Lapp.
- Had a 2x1 meeting with Rossi and Guebert at Rossi Farms
- Multnomah County Farm Bureau Meeting: opportunities for Headwater graduates, summer BBQ for the District and HIP farmers to meet and network, discussion about easements.
- May Land Legacy Committee meeting
 - **Zimmer-Stucky** appreciated the conversation the board and staff had.
 - **Guebert** Looks forward to being able to have conversations in person that didn't feel possible online. Likes the ideas brought up about partnering with neighboring districts.
 - **Masterson** It was great to see everyone and walk around the property.
 - **Rossi** Liked to see and feel how the other Board Members felt.

HR Handbook update

Hamilton Went through the handbook with the equity team, got feedback from staff, finalized with Mitten and Critchfield.

Final draft should be sent to the Board by June 8th to be discussed during the PC Meeting on Monday.

Deepish Dive update

DiLeone will be doing a deepish Dive on Rural Lands next month. Steele will do a Deepish Dive in August on Headwaters. We're hoping to have the meeting at Headwaters as well.

June SPT Workshop

This meeting will be all staff, all board members, at Rossi Farms.

Final meeting to be in October with all staff to finalize Strategic Planning.

Building updates

Wi-Fi upgrade, satellite updates, Brown's office temporarily transformed into a private meeting room, in touch with Harka Architecture to get recommendations for the office: very aspirational, don't have to do all of them but do believe the 1st floor recommendations have merit and may be doable. Reminder that the Williams property is owned outright so overhead isn't too expensive, and the basement there holds a lot of materials we use in the field that can't be stored anywhere else, which we would need to consider if we were to relocate.

6:30pm -FY22-23 Budget Adoption, Appropriations, Impose Tax Limit

TSCC Tax Certification Letter: demonstrating that the District is compliant with Oregon Local Budget Law. The approved letter is in the packet.

The Budget Document for formal adoption by the Board is in the packet.

Resolution 2022-06-01 presented to formally adopt the budget, make appropriations by program, and impose and categorize the tax limit was presented to the Board for review and approval.

Guebert did they ask the same questions in the Q&A or ask additional/different questions?

Mitten They did stick to the questions documented but did have clarification follow ups as well.



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MOTION: Zimmer-Stucky moved to adopt Budget Resolution 2022-06-01 to adopt, make appropriations, and impose & categorize the tax limit for FY22-23, Carlson 2nd. Motion passed unanimously (5-0).

6:36pm- Monthly Financial Reports: April 2022

Mitten P&L: The LGIP interest rates during covid were at 0.45%. Treasury interest rates have since increased consistently over the last several months to 0.60%, 0.75%, and now at 0.90%. Pre-Covid, the rates were at 1.25%. In the balance sheet, Mitten noted the 6411% variance from a District CC last year at this time versus April 2022 was simply a % change in monthly balance (from \$25 to \$2200 in April). The purchases were for the Farm and all CC are paid in full each month. Simply noted because it's a large percentage variance and nothing of concern. Overall, the balance sheet is great, P&L for the entire Org looks really good with revenues exceeding budget on property taxes. We're expecting the meet budget on total revenue overall as well. The P&L by class shows spend % well within appropriations. Will be watching closely as the end of the fiscal is approaching, but all revenues and expenditures are looking good.

6:38pm- Closing items: announcements, reminders, and action items

Personnel Committee Meeting next week at 4pm.

Strategic Planning Workshop on June 29th at Rossi Farms at 4pm.

Congratulations to Jon Wagner's family with the birth of their baby!

Fernandez read new Action Items:

Fernandez to update the June SPT Workshop Location.

6:42pm- Adjournment: Guebert adjourned the meeting at 6:42 pm.