

# **SAN JUAN ISLANDS CONSERVATION DISTRICT**

## **Regular Monthly Meeting of the Board of Supervisors**

**January 22, 2020**

**Location:** San Juan Islands Conservation District

### **In Attendance**

**Supervisors:** Deanna Eltinge, Vicki Heater

Bob Gamble, David Bill, Lynn Bahrych

**Staff:** Mike Ramsey, Phyllis Clem, Cathi Winings, Erin Licata,

Bruce Gregory, Matt Claussen

**Partners:** Jean Fike, Washington State Conservation Commission

Public: Carson Springer

## **MEETING SUMMARY- Final**

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Vicki Heater convened the meeting at 11:30 am.

### **December Meeting Summary and Review:**

Deanna helped with the appropriate wording to amend the notes for the Executive Session.

Deanna moved to approve the December Meeting Summary as amended. David moved to second. Motion passed.

### **Financial Statements and Review:**

Bob moved to approve the November Financial Statements. David moved to second. Motion passed.

Bob moved to approve the Bank Reconciliation. David moved to second. Motion passed.

Bob moved to approve Credit Card detail. Deanna moved to second. Motion passed.

**Cost Share Projects Review-Update:** Mike: Matt's Cost Share spreadsheet was reviewed. Three new projects were added. One was an increase to already approved Coffelt farm. Red Mill Farm was declined funding under DOH. Other sources of funding are being sought.

District Financial Solvency – Update and Discussion: Discussion of delayed payment from the County delaying payroll, line of credit process and the financial numbers for the YCC program. Erin Licata, Manager of the YCC program has income numbers that do not agree with the Quick Book numbers. Erin is in the process of recruiting staff for the 2020 summer season. She asked for direction – should she move forward? It was decided that she should while we reconcile the numbers and develop a plan.

David moved for Mike Ramsey to have the authority to continue to secure an interim line of credit for the District of \$50,000.00. Bob moved to second. Motion passed.

Going forward, the board needs to develop a policy regarding the use of the line of credit. Model language can be found for this. The board needs to look ahead to creating a reserve fund.

Once the YCC numbers are reconciled, Vicki, Deanna, Mike, Phyllis and Erin will review budget and a financial analysis. A meeting with Shannon will be arranged once her schedule allows. The board wants an email outlining the progress.

Discussion of the need for a board treasurer with financial experience.

**Farm Plan Survey Discussion:** Sample questions to be used in Survey Monkey were presented. Agreement that 9-10 questions is a good number. Board members will review questions and give email feedback to Matt.

**Partner Reports:** Jean Fike gave report on what is new at the Commission.

**Program Reports:** Before his reports, Mike gave awards to Bob Gamble and Vicki Heater for their service to the District. Bob got a 5-year pin and Vicki got a 25-year pin. Mike gave Program Reports. List Attached.

**Public Comments:** Carson Springer gave words of caution when it comes to having a line of credit. Plans to pay off the draw must be made.

**Executive Session – ED Annual Evaluation Criteria:**

Supervisor Chair Vicki announced at 1:15 pm the board will convene into an Executive Session per RCW42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of an employee. She stated the session is expected to last 2 hours.

The Executive session ended at 2:56 pm.

No action taken.

**Meeting Adjourned at 3:00 pm.**

**The next Board meeting will be February 26, 2020.**

SJICD Board of Supervisors Meeting  
August 28, 2019  
ED Update

**Funded Projects/Programs:**

- Farm Planning
  - We're back up to 14 cooperators on the waiting list for plans.
- Energy Conservation and Education
  - EV Taxi Service 190 Miles Traveled 84 passengers to fair from ferry landing through entire fair
  - Spoke at Mt. Dallas HOA annual meeting about Biogasification and Forest Heathy Collaborative to 75 in attendance.
  - Held kickoff meeting for Forest Health Collaborative with 80 in attendance. Projected fully supported by Commissioner of Public Lands Hilary Franz
  - Held 3rd Annual EV Car show at Friday Harbor Airport with 14 Vehicles on Display. Estimated 1,500 in attendance
  - Worked on Energy and Transportation Program with Transition Lopez – Walk of Why not\_ Art Installation
  - Scheduling Homes and Businesses for 2019 Green Home Tour to take place end of October Beginning of November.
- Volunteer Stewardship Program
  - Yr 2 Monitoring report completed.
  - Awaiting contract and scope of work approval from County.
  - Finalized outreach document for soliciting participation.
- No-till
  - Planning ongoing for Fall planting with cooperators.
- DOH-NEP
  - Ongoing planning with San Juan Preservation Trust (SJPT) for BMP implementation on their False Bay Creek properties as well as Coffelt Farm with the Land Bank on Orcas. I met with SJPT August 16 to provide guidance and eligibility information.
  - DOH has extended our grant through Nov. 2020, to allow us to complete riparian planting in the Fall.
  - Second quarter progress report completed.
- Fire Prevention and Forest Health
  - We've kicked off our Forest Health Collaborative.
- SJIYCC
  - The summer season is over.
  - Erin will recap highlights of the summer at our September meeting.
  - The Coast Salish YCC completed their mini canoe journey Aug. 22-26.

**Activities and Committees:**

- Terrestrial Managers Group – is on hiatus for the summer.
  - A few members attended the Forest Health Collaborative kickoff.

- Solid Waste Advisory Committee:
  - Kendra Smith is resuming regular meetings with the most recent one on August 22, which I was unable to attend due to a prior commitment to take Bruce, and Cathi to a Waldron Island site visit and provide boat support to the Coast Salish YCC crew on their mini canoe journey.
- Agriculture Resources Committee
  - No ARC meetings over the summer, however, the committee is drafting an Ag goal with multiple policies for the Comp Plan update.
- Salmon Recovery – Eelgrass Recovery Proposal
  - The local technical advisory group ranked our proposal 3<sup>rd</sup> which is within the range to receive full funding. The next step in the evaluation process is the State review panel evaluation in mid-September.