



RIVER RAISIN WATERSHED COUNCIL
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RIVER RAISIN WATERSHED COUNCIL
2023 Semi-Annual Fall Meeting Minutes
October 19, 2023 – 6:30 p.m.
River Raisin Battlefield National Park
333 N. Dixie Highway
Monroe, Michigan

- 1. Call to Order:** Chairman Harry Sheehan called the meeting to order at 6:34 PM
- 2. Introductions:** Staff and others in the audience were introduced.

3. Roll Call:

Roll call by Secretary Sybil Kolon and Outreach Coordinator Meija Knafel:

MUNICIPALITY	NAME
<u>Jackson County</u>	
Columbia Township	John Calhoun
Norvell Township	David Lamb
<u>Lenawee County</u>	
Lenawee County	Karol "KZ" Bolton
Adrian Township	Michael Herr
Blissfield Township	Al Navarro
Cambridge Township	Phil Kittredge
Village of Clinton	George Service
Macon Township	Ed Scheffler
Palmyra Township	Jim Isley
Tecumseh Township	Gerry Donaldson
City of Tecumseh	Sarah Gilmore
Woodstock Township	Randy Kennord
<u>Monroe County</u>	
Monroe County	Dave Hoffman
Dundee Township	Joanna Uhl
Frenchtown Charter Twp.	David Smith
Summerfield Twp.	Jimi Seegert
<u>Washtenaw County</u>	
Washtenaw County	Harry Sheehan
Freedom Township	Rudy Layher
Manchester Township	Sybil Kolon

City of Saline
Sharon Township
York Charter Twp.

David Rhoads
Trudi Cooper
Amy Tesolin

Others Present: Stephen May, RRWC Executive Director; Meija Knafel, RRWC Outreach Coordinator; Lydia Lopez, Water Stewardship Coordinator; Isabelle Uganski, Administrative Assistant; and other guests.

With only 22 members present there was no quorum. The bylaws require 50% of the member representatives to be present. With 54 members, 27 are required for a quorum. No business was conducted, however, relevant information was reviewed for the benefit of those present.

4. **Agenda:** The agenda was reviewed
5. **Approval of Semi-Annual April 27, 2023 Meeting Minutes**
 - a. No action could be taken on these minutes due to lack of a quorum.
6. **Treasurer's Report:**
 - a. Treasurer KZ Bolton reviewed the budget from January through September 2023, as provided in the meeting packet.
 - b. 2024 draft budget - Sheehan reviewed our budget in general. It has increased dramatically in the past several years due to receipt of grants. Executive Director Steve May reviewed the proposed 2024 budget, also included in the meeting packet. With receipt of the grants related to the Brooklyn Connectivity/dam removal project, our proposed budget will be \$956,900.00.
7. **Chairman Update**
 - a. Chair Harry Sheehan provided a brief update on RRWC activities, including an update about the Brooklyn Dam Connectivity Project. The grants we receive typically provide a small amount for administration. Our major source of general operating support is from municipal member dues and the Erb Foundation. Staff is working to efficiently utilize these funds to support their work and is seeking other sources for funding their work.
 - b. of the Executive Committee. **MOTION CARRIED BY VOICE VOTE.**
8. **Executive Director/Outreach/Stewardship/Administration Update**
 - a. Executive Director Steve May -
 - i. Current Municipalities Fees Paid: 50, will have 54 after some checks come in.
 - ii. Strategic Planning Grant which RRWC has applied for in the amount of \$50,000. If received, RRWC will hire a consultant for one year to help

with growth for the council.

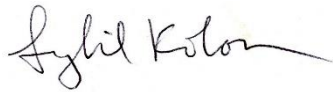
- iii. Brooklyn Dam Connectivity Project - Delayed because of previously mentioned hold up. Work on the dam should be continuing in 2024-2025
 - iv. Base of Operations - RRWC has completely moved in at 804 N Evans St. and is currently open to the public on certain days. Also hoping to continue lease with the building for another couple of years.
 - v. Farmer-Led Group - Received grant from Erb Foundation for \$550,000 for three years. Which allowed FLG to hire a project manager.
- b. Water Stewardship Coordinator Lydia Lopez provided an update on current programs like the Poster Contest for students and schools, with the theme is “Do Your Part Be Water Smart”, Discover the Raisin for which provides teachers a \$200 grant to enhance education of the watershed with their students, and future Summer internships that RRWC will be hiring. And community outreach programs in the Summer called Wild Ones for ages middle school and up that will focus on outdoor activities and Family Fun Evenings for children to engage and learn. She also completed the 2022 Annual Report which is currently up on the River Raisin website.
- c. Administrative Coordinator Benny Woith provided an update on what she’s done since she was hired in December. She redesigned the website www.riverraisin.org, has updated and posted past meeting minutes and is in charge of meeting minutes for future meetings. Photographed updated headshots & group photos of the RRWC team. Moved RRWC over to the fundraising platform GiveButter.com which brought many benefits like unlimited contacts and \$1k+ money saved. She also redesigned the newsletter. And is in charge of updating and verifying current contacts, delegates, alternates, etc.
- d. Administrative Assistant Isabelle Uganski provided an update on Social Media: From January through March, RRWC’s Facebook page reach has increased 350.7% reaching 7.1K people. Instagram reach has increased 69% reaching over 400 people. The Facebook page visits have increased 92.3%, Instagram page visits 425.8%. Facebook page likes has increased 158.3% and Instagram follower count has increased 333.3%. RRWC is working to expand social media engagement and outreach, hopefully scheduling a post once a day by summer.
- e. Outreach Coordinator Meija Knafel provided information on the activities she has been working on, including:
- i. University of Maryland Watershed Report Card - which will provide a lot of information and data around the watershed and should be done by the next Semi-Annual meeting
 - ii. Upper Wolf Creek Watershed Management Plan - Phil Kittredge gave an update. The grant will be completed this year. Will begin sampling shortly.
 - iii. Other activities Meija has been a part of are Master Rain Gardener

Classes, River Clean-Ups in partnership with Wacker, Anderson Development, and others, Monitoring vernal pools and aquatic macro-invertebrates. As well as future presentations to classrooms, libraries, scouts, garden clubs, and more.

9. Program:

- a. The audience watched a film about the Battle of the River Raisin in 1813.

Respectfully submitted: Sybil Kolon, Secretary, November 30, 2023



Approved: _____ April 18, 2024