



RIVER RAISIN WATERSHED COUNCIL

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River Raisin Watershed Council
Executive Committee Meeting Minutes
January 16, 2018
Tecumseh Police Headquarters – Meeting Room
309 E. Chicago Blvd.
Tecumseh, MI 49286

1. Roll Call

Vice Chair Kolon called the meeting to order at 8:40 AM

Executive Committee Members Present: Laurie Johncox, Sybil Kolon, Harry Sheehan (Washtenaw County alternate), Commissioner KZ Bolton, Commissioner Dave Hoffman, & John Chandler – via phone.

Executive Committee Members Absent: John Calhoun.

Others Present: Stephen May – Executive Director, Brittany Jacobs – Watershed Planner, George Service (Village of Clinton)

2. Approval of January 16, 2018 – Agenda

a. Motion by Bolton, second by Hoffman to approve January 16, 2018 Agenda. **Motion carried by voice vote.**

3. Approval of November 13, 2017 & December 11, 2017 Executive Committee Meeting Minutes

a. Motion by Bolton, second by Sheehan for approval of the November 13, 2017 and the December 11, 2017 meeting minutes. **Motion carried by voice vote.**

4. Treasurer's Report

a. The Treasurer's Report for the period December 1, 2017, - December 31, 2017 – was distributed and reviewed by Johncox. Revenue: **\$2,028.97**; Expenses: **\$16,508.21**; Balance to date: **\$18,609.37**. Motion by Hoffman, second by Bolton to accept Treasurer's Report and place it on file. **Motion carried by voice vote.**

b. Approve Disbursements for Outstanding Bills – New bills reported: First Federal Visa: **\$106.00**; Stephen May - reimbursement: **\$13.08**; Lenawee County Printing – Printing - **\$119.03**; **Total of \$238.11**. Motion by Hoffman, second by Johncox to authorize payment of these bills. **Motion carried by voice vote.**

5. Executive Director Updates

- a. Further Details – See Report – on file
- b. RRWC file purge & sorting – request was made to clean and reorganize the file cabinet at RRWC office. All necessary files will be kept and reorganized for easy access to find files. Minutes must be kept and other files, including financials will be verified by RRWC accountant. Multiple committee persons agreed to review the filing together.
- c. RRWC has no plans to apply for AmeriCorps group this year unless a local municipality requests river clean up related projects - the fall season is the best time for RRWC.

6. Watershed Planner Updates

- a. No update.

7. Membership Updates

- a. (Report on File)

8. Other Funding Updates

- a. No update.

9. Partnership Updates

- a. LCD Grant Farmers Advisory Committee – Update
 - i. Erb Foundation – Michigan Association of Conservation Districts (MACD) Grant - Update
 - ii. FLCG Website: www.waterqualityfarming.org

10. Program Updates

- a. No update.

11. Committee Reports

- a. **Current Chairs** of each committee as follows: Outreach – Kolon; Technical – May; Development – Calhoun; Administrative – Pratt; Financial – Johncox.
- b. **Outreach** – Update on Discover the Raisin Grant Program – Application due February 2, 2018. Progress to create a teaching/instructional module for presentation in school classrooms. Thoughts were briefly discussed for the possibility of doing a 5K run and canoe/kayak event in 2019, as there are many other events planned for this year.
- c. **Technical** – None.
- d. **Development** – Meetings planned in 2018 for funding opportunities.
- e. **Administrative** – See old business: By-laws discussion.
- f. **Financial** – None.

12. Old Business

- a. By-laws clarification was discussed for Article II: Membership, Section 1, Part B. Upon further discussion there will be no changes to the by-laws this year.

13. New Business

- a. Discussion on Shea Accounting proposal for 2017 audit services. Motion by Hoffman, second by Bolton to approve \$1,800 proposal towards Shea Accounting for 2017 audit. **Motion carried by voice vote.**
- b. Brief discussion to find a movie for an outreach series to show in 2018, options may include: Water, Water Quality, Bees, Battlefield, Great Lakes, Lake Erie, etc.
- c. An RRWC promotion/media/marketing was briefly discussed – LISD Tech Center Students may be a local option for support.
- d. Spring Semi-Annual meeting likely to be April 19th or April 26th, preference for Cabela's.

14. Next Meeting – February 20, 2018 – 8:30 AM – Tecumseh Police Meeting Room – Tecumseh, MI.

15. Adjournment

- a. Motion by Sheehan, second by Bolton to adjourn meeting at 10:05 AM. **Motion carried by voice vote.**

Respectfully submitted by Stephen May – Executive Director – February 6, 2018.

Approval of Minutes

Date: _____

Secretary: _____
Commissioner KZ Bolton

