



**RIVER RAISIN WATERSHED COUNCIL**

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**River Raisin Watershed Council  
Executive Committee Meeting Minutes  
September 20, 2022 - 10 AM  
Via Zoom/Tecumseh Parks and Recreation  
810 Evans St., Tecumseh MI, 49286**

**1. Roll Call**

Chairman Sheehan called the meeting to order at 10:41 a.m.

Executive Committee members present: John Calhoun, Phil Kittredge, Harry Sheehan, Sybil Kolon, KZ Bolton, Trudi Cooper

Executive Committee members absent: Dave Hoffman

Others present: Stephen May – RRWC Executive Director, Meija Knafl – RRWC Outreach Coordinator, Sabrina Gross (Zoom) - Delegate

**2. Approval of Agenda - September 20, 2022**

Add signage to Tecumseh property under 6.a, add Brooklyn Dam under old business, and GIS under old business. Motion by Cooper, second by Kittredge to approve the agenda as amended. **MOTION CARRIED BY VOICE VOTE.**

**3. Approval of Minutes - August 16, 2022**

Real Phil Kittredge, not virtual. Executive Director updates should be amended to spell Yagalia properly. Motion by Calhoun, second by Kittredge, to approve meeting minutes as presented. **MOTION CARRIED BY VOICE VOTE.**

**4. Treasurer's Report**

- a. The Treasurer's Report for the period August 1st, 2022 – August 31, 2022 was distributed and reviewed by Bolton. At Premier Bank: Revenue – **\$23.79**; Expenses - **\$0**; Balance to date: **\$14,366.83**. At County National: Revenue - **\$37,427.53**; Disbursements - **\$41,928.82**; Balance to date - **\$54,124.59**. Motion by Kittredge, second by Cooper to accept and file the Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. 2022 Budget - Report on file
  - i. May reviewed the budget to date. Some discussion ensued on the goal of a certain amount of revenue for the corporate sponsorships, and for auditors under professional services. Will plan a budget meeting.
- c. Approve Disbursements for Outstanding Bills - Report on File: May reviewed the monthly expense report. Motion by Bolton, second by Kittredge, to authorize payment of these bills in the amount of \$19,423.38. **MOTION CARRIED BY VOICE VOTE**

**5. Public Comments**

None.

## **6. New Business**

- a. Administrative Assistant Position
  - i. Posted to Facebook and Website. Expand advertising to The Stewardship Network, Ann Arbor Wild Ones, MITalent, local schools, send to board again, send to volunteers in bulletin.
- b. CAB Next Steps
  - i. Momentarily on hiatus as we look into a development director. Development director needs support from admin staff
- c. Spanish Outreach
  - i. Add a translation button to the website.
- d. Email list option for EC and Committees
  - i. Get emails from wix.com for the 7 committees

## **7. Old Business**

- a. RRWC Alternate Site - City of Tecumseh - Update
  - i. Bills will be paid to the city of tecumseh.
  - ii. Can we have a RRWC sign?
  - iii. Can move our things using a moving business
- b. ArcGIS Online
  - i. Free non-profit version online
  - ii. Pay to host, then have a contractor keep it up.

## **8. Executive Director Updates**

- a. Updated giving:
  - i. 54 Municipalities
  - ii. 6 corporate
  - iii. 28 individuals
- b. Watershed Support Grant (EGLE) - Update
  - i. On hold
- c. Upper Wolf Creek Watershed Management Grant
  - i. Continuing to sample and measure
  - ii. Quarterly report coming in a few weeks
- d. Brooklyn Dam Removal/New Grant Proposal (Niswander)
  - i. All documents signed, first invoice has come in
  - ii. Sediment testing protocols approved
  - iii. Public outreach meeting to be scheduled in December
- e. University of Maryland - Watershed Report Card
  - i. New budget in invoice
  - ii. Document deadline 9/26
  - iii. Budget for public meetings for next spring/summer
- f. Network for Good - Update
  - i. Still utilizing for communications and new contacts
- g. Development Committee - Update
  - i. No additional comments since the last meeting.
- h. Corporate Development Sub-Committee - Update
  - i. Grant writing with Randy

## **9. Outreach Coordinator - Updates**

- a. Completed Events

- i. Loch Erin Water Sampling 8/17/22 and 8/18/22
  - ii. River Clean-Up with Adrian Academy of the Arts 8/27/22
  - iii. JLW CISMA Meeting 8/29/22
  - iv. Mussel Survey 9/30/22
  - v. Michigan Vernal Pool Patrol Education and Outreach Subcommittee Meeting 8/31/22
  - vi. Understanding Algal Blooms: State of the Science Conference 9/7/22
  - vii. Monroe Committee on the Environment 9/8/22
  - viii. River Raisin Institute "The Gathering" 9/10/22
  - ix. Michigan Inland Lakes Commission Conference 9/14/22 through 9/16/22
  - x. Adrian Artalicious 9/17/22
- b. Upcoming Events
- i. Clinton Fall Festival 9/23/22 and 9/24/22 and 9/
  - ii. Saline Nature Walk 9/22/22
  - iii. Loch Erin Water Sampling 9/27/22 and 9/28/22
  - iv. Adopt-a-Stream the weekend of 10/1/22 and 10/2/22
  - v. LISD Advisory Council 10/4/22
  - vi. Lenawee Lifelong Learners Class 10/6/22 through 10/27/22
  - vii. SPAC Meeting for AOC on 10/11/22 and 10/12/22
  - viii. Semi-Annual Meeting 10/25/22

**10. Water Stewardship Coordinator - Updates**

- a. Poster Contest
  - i. Checks going out to winners and their classrooms

**11. Programs/Partnership Updates**

- a. Farmer-Led Group (Erb) - Letter Of Intent - October 1, 2022
  - i. Plan to expand partnerships with other organizations and promote precision agriculture.

**12. Committee Reports**

Outreach – Met and discussed dues structure. Kolon will announce possible dues increase for 2024 at the semi-annual meeting.

Technical – GIS.

Development – None.

Administrative – None.

Financial – 2023 Budget to be reviewed.

**13. Next Meeting - October 18, 2022 from 10:30 AM – 12:00 PM - Location TBD**

**14. Adjournment**

Motion by Calhoun seconded by Kittredge to adjourn at 12:22 p.m. **MOTION CARRIED BY VOICE VOTE.**

Respectfully submitted by Meija Knafel - Outreach Coordinator

Date: 10/11/22

Secretary: 