



**RIVER RAISIN WATERSHED COUNCIL**

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**River Raisin Watershed Council  
Executive Committee Meeting Minutes  
November 16, 2021 - 10:30 AM  
Via Zoom/320 Springbrook Avenue, Suite 102 Meeting Room  
Adrian MI 49221**

**1. Roll Call**

Chairman Calhoun called the meeting to order at 10:30 AM.

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

Executive Committee members absent: David Hoffman,

Others present: Stephen May – RRWC Executive Director, Meija Knafl – RRWC Outreach Coordinator, Gerald Schorin, Dick Micka

**2. Approval of Agenda - November 16, 2021**

Motion by Kittredge, second by Cooper to approve the agenda (noting that the Sept minutes have already been approved). **MOTION CARRIED BY VOICE VOTE.**

**3. Approval of Minutes - October 19, 2021**

- a. Motion by Kittredge to approve the October 19 Minutes as presented, second by Cooper. **MOTION CARRIED BY VOICE VOTE.**

**4. Treasurer's Report**

- a. The Treasurer's Report for the period October 1, 2021 – October 31, 2021 was distributed and reviewed by Bolton. Revenue – **\$18,318.59** - Expenses - **\$1,284.27** – Balance to date: **\$60,246.50**. Motion by Bolton, second by Kittredge to accept and file the October Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. 2021 Budget YTD – revenue: \$106,540.39; expenditures: \$107,744.46.
- c. Approve Disbursements for Outstanding Bills: New bills reported October 20, 2021 – November 16, 2021; Faith Scheffler Stipend - \$1,000.00; Lydia Lopez Mileage - \$172.48; Brooklyn Exponent Job Posting - \$42.50; Premier Bank Transfer - \$69.29; Total - \$1,284.27. Motion by Cooper, second by Kolon to authorize payment of these bills. **MOTION CARRIED BY VOICE VOTE**
- d. 2022 Budget
  - i. No quorum at Semi-Annual Meeting on 10/28
  - ii. Revenue: \$300,986; expenses: \$300,986.00
  - iii. Motion by Cooper second by Kittredge to approve budget. **MOTION CARRIED BY VOICE VOTE**

**5. Public Comments**

Thanks from long-time member Dick Micka.

Another Grant opportunity from Clean Boats Clean Waters (EGLE and DNR).

## **6. Executive Director Updates (See Report – on file)**

- a. Updated giving:
  - i. All 52 municipal memberships are accounted for.
  - ii. 4 corporate memberships
  - iii. 24 individual memberships
- b. Watershed Support Grant
  - i. Motion by Bolton for Sheehan to apply for one year of funding to move and expand the office (due December 4), second by Kittredge. **MOTION CARRIED BY VOICE VOTE**
- c. Upper Wolf Creek Watershed Management Grant
  - i. Waiting on EGLE to complete their updated contract terms, change budget layout and proposal language. Proposed start date of Dec 1st, to continue for 2 years.
- d. Water School
  - i. Representative Sarah Lightner was unable to attend, so we will reschedule.
- e. Brooklyn Dam Removal/New Grant Proposal
  - i. Requesting \$2,500 for administration work from the grant monies
  - ii. Niswander will apply for a connectivity grant, which RRWC will handle
- f. University of Maryland - Watershed Report Card
  - i. Huge group of 60+ participants from 5 watersheds and 14-15 groups participated. A report will be prepared for each watershed.
- g. RRWC Banking Update
  - i. Temporary checks, account is settled, no credit card yet
  - ii. Leave \$1000 in the old account for now until we change over all auto-payments; Google, Zoom, Paypal, ect.
  - iii. Old credit card is gone
- h. Erb - General Operating Support - 2022
  - i. Meeting Thursday for final discussion before submission. Will not be approved until March. We may qualify for \$30,000 of operating support.

## **7. Outreach Updates**

- a. Saline Nature Walk 10/21
  - b. Began planning for River Raisin Water Festival in May on 10/27
  - c. Semi-Annual Meeting on 10/28
  - d. Classroom presentation at Clinton High School on 11/1
  - e. Saline Max Adler Trail Point discussion on 11/3
    - i. Also Vernal Pool Partnership
  - f. Watershed Report Card meetings on 11/4 and 11/10
  - g. Talks in Tecumseh about potential program partnerships on 11/9
    - i. Grant application for Wildflower Association Michigan
  - h. Conservation Steward Program wrapped up 11/10
  - i. Meeting with the new Lenawee Conservation District outreach Coordinator on 11/10
    - i. Shop Talk 12/11
8. Planning for Farmer-Led Working Group planning meeting
  9. Upcoming discussion with WCWRC Rain Garden Coordinator Susan Bryant about planning a spring Bio-Blitz.

- a. Will also discuss the opportunity for a Master Rain Gardener Course in Lenawee County

**10. Water Stewardship Coordinator**

- a. Working on social media and website updates

**11. Development Director**

- a. Donation Template has been updated for end of year solicitations
- b. Elevator speech
- c. Watershed Council Achievement overview
- d. Working with Guidestar to update our information

**12. Programs/Partnership Updates**

- a. Erb Family Foundation Farmer-Led Conservation Working Group
  - i. Strategy Meeting with Conservation Districts at Stubnitz on 11/23 from 8 a.m. to 11 a.m. New Executive Director is Dan Moulen, vice director is Elaine Brown.
  - ii. Semi-Annual Meeting is 12/9 at Stubnitz

**13. Committee Reports**

Outreach – None.

Technical – None.

Development – None.

Administrative – Discussion of lack of quorums and semi-annual meetings. Kolon will set up a committee meeting to discuss.

Financial – None.

**14. Old Business**

- a. Semi-Annual Meeting
  - i. Only 22 delegates, but overall had 35 participants. The program by Dave Borneman was well-received
- b. Hane Highway Easement - Update
  - i. Still waiting to hear back from attorney
- c. Manchester Canoe Race Insurance
  - i. Rotary Club would like to be involved as well.

**15. New Business**

- a. Liability Insurance Renewal
  - i. New information has come in from Liberty Mutual

**16. Next Meeting - December 14, 2021 from 10:30 AM – 12:00 PM**

At Wacker

**17. Adjournment**

Motion by Kittredge, seconded by Cooper to adjourn at 11:51 a.m. **MOTION CARRIED BY VOICE VOTE**

Respectfully submitted by Meija Knafel - Outreach Coordinator - 12/1/21

Date: \_\_\_\_\_

Secretary: 