



RIVER RAISIN WATERSHED COUNCIL

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River Raisin Watershed Council
Executive Committee Meeting Minutes
August 16, 2016 – 9:30 AM
Tecumseh Police Meeting Room
309 E. Chicago Blvd.
Tecumseh MI. 49286

1. Roll Call

- a. Chairman Calhoun called the meeting to order at 9:30 AM
- b. Executive Committee Members Present: John Calhoun, Sybil Kolon, Commissioner KZ Bolton, Laurie Johncox, Harry Sheehan – Washtenaw County alternate
- c. Executive Committee Members Absent: Commissioner Dave Hoffman, John Chandler
- d. Others Present: Stephen May – Executive Director, Brittany Jacobs

2. Approval of August 16, 2016 – Agenda

- a. Motion by Johncox Second by Bolton to approve August 16, 2016 Agenda. **Motion carried by voice vote.**

3. Approval of July 20, 2016 Executive Committee Meeting Minutes

- a. Motion by Kolon, second by Bolton to approve minutes. **Motion carried by voice vote.**

4. Treasurer's Report

- a. The Treasurer's Report for the period July 14, 2016 – August 15, 2016 – was distributed and reviewed by Johncox. Revenue - \$1,623.66 - Expenses - \$1,249.81 – Balance to date: - **\$39,099.85.** Motion by Bolton, second by Johncox to accept Treasurer's Report. **Motion carried by voice vote.**
- b. Approve Disbursements for Outstanding Bills: New bills reported - Stephen May – reimbursement mileage/Kayaks/Shirts- \$1,680.71 – First Federal - Visa – \$491.81 – Lenawee County Printing & Purchasing - \$117.91 – Lenawee County Drain Commissioner - Wages – \$9,576.56 - **Total of \$11,866.99.** Motion by Johncox, second by Calhoun to authorize payment of these bills. **Motion carried by voice vote.**

5. Executive Director Updates

- a. Distribute calendar of future dates of RRWC activities
- b. Updated EC on the River Raisin Assessment in the City of Adrian – National Parks Service application.
- c. Working on developing a list for possible grant writing opportunities
- d. Continuation of communicating with ERB Foundation about possible funding opportunity
- e. Discussion on hiring Part-time person to help in office – Motion by Calhoun second by Johncox to hire Brittany Jacobs as a Watershed Planner for 19 hrs./week at \$12.00 per hour. **Motion carried by voice vote.**

6. Membership Updates

- a. 2016 Membership Update -- Municipals (49) - \$19,752.00 / Individuals (13) - \$545.86 / (4) Corporate - \$8,600.00 - \$7,000.00 of this was privately donated for the City of Adrian RR Study
Total for YTD - \$28,897.86

7. Other Funding Updates

- a. Grant is being written to ERB Foundation with Michigan Association of Conservation Districts – MACD, Michigan Department of Agriculture and Rural Development – MDARD, Lenawee Conservation District – LCD and the RRWC to continue funding for the Farmers Advisory Committee – FAC. Final Decision will be made next month. Grant is for (3) years for a total of \$160,000 per year – total grant of \$480,000.

8. Partnership Updates

- a. No Update.

9. Program Updates

- a. Continuing process to extend and fund Farmers Advisory Committee. Working with NRCS and Lenawee Conservation District to restructure committee. Met with Lindsey Garrison and new FAC to restructure existing format and include a Farmers-Led Committee structure.
- b. Continued sampling & monitoring of SB of River Raisin with MSU-IWR and Adrian College.
- c. Conservation Innovation Grant (CIG) Grant Proposal with MSU-IWR – No Update.

10. Committee Reports

- a. Current Chairs of each committee as follows: Outreach – Kolon; Technical – May; Development – Calhoun; Administrative – Pratt; Financial – Johncox.
- b. Outreach – A meeting is scheduled for August 18, 2016 in Tecumseh with local teachers to form an advisory committee to help with outreach to local schools. A budget for Outreach committee was discussed. Motion by Kolon second by Sheehan to approve up to \$1,000 for the Outreach committee to continue Discover the Raisin Grant Program. **Motion carried by voice vote.**
- c. Technical – MDEQ applications and fees have been submitted – waiting on permits for (5) canoe/kayak launch sites in the City of Adrian Parks.
- d. Development – No Update

- e. Administrative – Discussed possible By-law changes at Fall Delegate Meeting. Sheehan submitted language to the EC for review including Voting and Role of Alternates - Article V, Section (2)(A) and Nondiscrimination – Article VIII Section (1) amendment. – Proposed amendments on file. Motion by Kolon second by Bolton to recommend proposed by-law changes to Semi-Annual Fall delegate meeting for adoption. **Motion carried by voice vote.**
- f. Financial – 2017 proposed budget will be prepared for review and approval at the Fall Delegate Meeting.

11. Old Business

- a. Kayak Raffle – Update - Executive Director May – Raffle income: \$1,465.00 – Raffle expenses – \$756.34 – Net total income: \$708.66 - hat/shirt sales - \$190.00 – breakdown on file.

12. New Business

- a. Bolton suggested a social media or website forum to receive suggestions for RRWC Executive Committee.

13. Next Meeting – November 16, 2016 - 10:00 AM – Tecumseh Police Meeting Room.

14. Adjournment

- a. Motion by Bolton, second by Sheehan to adjourned meeting at 11:20 a.m. Motion carried by voice vote.

Respectfully submitted by Stephen May – Executive Director – September 14, 2016

Approval of Minutes

Date: _____

Secretary: _____

Commissioner KZ Bolton