



RIVER RAISIN WATERSHED COUNCIL

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River Raisin Watershed Council
Executive Committee Meeting Minutes
November 17, 2016 – 10:00 AM
Tecumseh Police Meeting Room
309 E. Chicago Blvd. Tecumseh, MI 49286

1. Roll Call

- a. Chairman Calhoun called the meeting to order at 10:00 AM
- b. Executive Committee Members Present: John Calhoun, Sybil Kolon, Commissioner KZ Bolton, Laurie Johncox, & Commissioner Dave Hoffman
- c. Executive Committee Members Absent: John Chandler, Evan Pratt
- d. Others Present: Stephen May – Executive Director, Monica Day, Amy Gilhouse, Brittany Jacobs

2. Approval of November 17, 2016 – Agenda

- a. Motion by Johncox, second by Hoffman to approve November 17, 2016 Agenda. **Motion carried by voice vote.**

3. Approval of October 17, 2016 Executive Committee Meeting Minutes

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

4. Treasurer's Report

- a. The Treasurer's Report for the period October 19, 2016 – November 7, 2016 – was distributed and reviewed by Johncox. Revenue - **\$5,234.28** - Expenses - **\$0.00** – Balance to date: - **\$33,149.13**. Motion by Johncox, second by Hoffman to accept Treasurer's Report. **Motion carried by voice vote.**
- b. Approve Disbursements for Outstanding Bills: New bills reported - **\$362.22** – Stephen May – reimbursement mileage/SHD Marketing - **\$9,632.87** – Lenawee County Drain Commissioner Wages – **\$459.42** First Fed Visa/AmeriCorps/Fall Meeting/Chainsaw Chaps - **\$43.61** Lenawee County Printing and Purchasing - **\$125.00** – Lenawee Conservation District ½ Fair Booth - **\$50.00** – Civitan Club/Advertising/Comstock Park Tree: **Total of \$10,673.12**. Motion by Johncox, second by Hoffman to authorize payment of these bills. **Motion carried by voice vote.**
- c.

PARTNER □ PROTECT □ PRESERVE

5. Executive Director Updates

- a. Create 2017 calendar of future dates of RRWC activities
- b. Membership updates
- c. RRWC booths – Lenawee County Fair - split booth with LCD
- d. National Parks Service/AmeriCorps – Meeting with NPS on 12/15/16 – AmeriCorps 2016 finished and home.
- e. Fundraising efforts – Grants deadlines binder/book created and planned.
- f. Mark Johnson and (2) others would like to clean river (update) – RRWC to attend Raisin Twp. Board Meeting.
- g. ED to meet with Jim Dombrowski – he prepared the original art work for books and map - to supply RRWC with digital copy of RRW map.

6. Membership Updates

- a. 2016 Membership Update -- Municipals (49) - \$19,752.00 / Individuals (16) - \$620.86 / (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. No Update.

8. Partnership Updates

- a. LCD Farmers Advisory Committee
 - i. Met multiple times and are planning a FLT group meeting on November 28, 2016 to discuss moving forward.
 - ii. Restructuring FAC – including a format/plan for what RRWC & LCD will contribute.
- b. TSN Grant – Cooling the Hot Spots - Monica Day spoke regarding the continuing effort and support with having about one year left in the grant. Monica discussed to apply for GLRI Grant to continue this program which includes the rest of the River Raisin Watershed to get more interested farmers. A letter of support from RRWC must be submitted by 1/13/17 to include the following: Expanding the program to include the entire RRW, youth engagement, with Blissfield and Deerfield Villages. Motion by Hoffman, Second by Bolton to send a letter of support for another grant application by TSN. **Motion carried by voice vote.**
- c. Amy Gilhouse spoke requesting herself to be involved in FAC (FLC) meetings.

9. Program Updates

- a. No Updates.

10. Committee Reports

- a. **Current Chairs** of each committee as follows: Outreach – Kolon; Technical – May; Development – Calhoun; Administrative – Pratt; Financial – Johncox.

- b. **Outreach** – Update working on “Discover the Raisin” publicity. Request for Clinton Art Center to attend a EC meeting to discuss their involvement with the production of RRWC logo tiles and pricing. Continuing website/social media updates.
- c. **Technical** – Working with National Parks Service to expand trails, walking paths and water trails
- d. **Development** – No Updates.
- e. **Administrative** – Discussed By-law updates to website etc.
- f. **Financial** – Audit for 2016 starting soon.

11. Old Business

- a. Brittany Jacobs working on RRWC Playbook – including redesigning website and updating Facebook on a regular basis.

12. New Business

- a. Executive Director (1) year evaluations to Calhoun. Discussion was deferred until next month.
- b. Executive Director – Attend Great Lakes International Joint Committee panel representing RRWC in Windsor, Ontario February 1-2, 2017. Motion by Hoffman to allow ED to attend meeting in Windsor, Canada and cover expenses, Second by Bolton. **Motion carried by voice vote.**

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

14. Adjournment

- a. Motion by Johncox, second by Calhoun to adjourn meeting at 11:20 AM. **Motion carried by voice vote.**

Respectfully submitted by Stephen May – Executive Director – November 21, 2016

Approval of Minutes

Date: _____

Secretary: _____

Commissioner KZ Bolton