

CLEARWATER RC&D COUNCIL, INC.
MEETING MINUTES
March 27, 2014
Brammer Building, Lewiston, ID
1:15 p.m. to 3:15 p.m.

ATTENDANCE

Dick Hodge – Executive Vice President of Clearwater RC&D
Alan Martinson – Treasurer of Clearwater RC&D
Ivy Dickinson – Secretary of Clearwater RC&D
Clyde Hanson – Idaho County
Greg Johnson – Lewis County
John Smith – Clearwater County
Loren Whitten-Kaboth – Clearwater County Economic Development
Tom Lamar – City of Moscow
Ken Roberts – At-Large Member
Drew Blankenbaker – Executive Director of Clearwater RC&D
Ron Wittman – Guest
Clarence Binninger – Wildlife Habitat Group
Bruce Wyatt – Wildlife Habitat Group

CALL TO ORDER	~	INTRODUCTIONS	~	AGENDA CHANGES
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- Dick Hodge called the meeting to order at 1:15 p.m. and introductions were made.
- Drew Blankenbaker requested that two items be added under New Business: Ecosystem Research Group Contract Modification #4, and the Wildlife Habitat Group.
- *Clyde Hanson moved to accept the agenda changes. Alan Martinson seconded. Motion passed.*
- *Ken Roberts moved to approve the February 27, 2014 Minutes, as presented. Clyde Hanson seconded. Motion passed.*

Treasurer's Report

- Alan Martinson presented the Financial Report and the Transaction Report by Class, as of March 19, 2014.
- Alan described the details of the report, including two recent contributions from the Rocky Mountain Elk Foundation, and any discrepancies or negative balances and that all of the reimbursements have been submitted.
- Alan also presented the Council's 2013 Federal Income Tax Return (Form 990) and FY 2013 Audit, as prepared by Harris and Co. The Council will officially accept these two items at its April meeting.
- *Tom Lamar moved to accept Treasurer's Report, as presented. Clyde Hanson seconded. Motion passed.*

Executive Director's Report

- Drew Blankenbaker reviewed his activities and accomplishments over the last month and discussed several upcoming events.
- Drew explained that about 95% of the FY 2014 sponsor contributions have been received and provided an update on the Council's Circle of Diamonds application.
- Drew also presented an update on the Council's recent decision to join the Idaho Nonprofit Center and how the member benefits can be extended to all of the Council's projects.
- Drew stated that there were two decisions made by the Executive Committee via email since the Council's February meeting. This included unanimous approval of: 1) Professional Services

Contract Renewal – Northwest Management, Inc., and 2) Idaho Nonprofit Center Membership and Registration for Nonprofit Forum.

NEW BUSINESS

TriState CWMA – Project Application Renewal

- Alan Martinson presented a Project Application Renewal from the TriState Cooperative Weed Management Area.
- Alan stated that there were no substantive changes to the operation of the project since the Council originally agreed to accept the project.
- The Council discussed the benefits of continuing to provide fiscal sponsorship to the project.
- *Ken Roberts moved to approve the “TriState Cooperative Weed Management Area” Project Application Renewal, as presented. Alan Martinson seconded. Motion passed.*

Palouse CWMA – Project Application Renewal

- Alan Martinson presented a Project Application Renewal from the Palouse Cooperative Weed Management Area.
- Alan stated that there were no substantive changes to the operation of the project since the Council originally agreed to accept the project.
- The Council discussed the benefits of continuing to provide fiscal sponsorship to the project.
- *Ken Roberts moved to approve the “Palouse Cooperative Weed Management Area” Project Application Renewal, as presented. Alan Martinson seconded. Motion passed.*

Clearwater Basin CWMA – Project Application Renewal

- This agenda item was postponed until the Council’s April meeting.

Rocky Mountain Elk Foundation Contribution

- Drew Blankenbaker reported on the recent contributions received by the Council, on behalf of the Clearwater Basin Collaborative, from the Rocky Mountain Elk Foundation. Two checks were received, totaling \$130,000 to support the work of the Wildlife Habitat Restoration Initiative.
- Drew provided some background information on the original contribution from 2013 and reviewed the lesser administrative fee of 8% that was applied to that contribution based on the amount and type of work that was anticipated.
- Based on the last nine months of actual work performed, the Co-Chairs of the Clearwater Basin Collaborative, Dale Harris and Alex Irby, agreed that the Council’s typical administrative rate of 10% was more appropriate and in line with all other recent agreements.
- The Council’s indirect cost allocation plan specifies a default administrative fee rate of 10%, so no action was needed on this agenda item and the work of the Wildlife Habitat Restoration Initiative will continue to utilize this funding source.

Preferred Vendor Language – Letter of Support

- Drew Blankenbaker presented the draft letter of support, as prepared by the National Association of Resource Conservation and Development Councils. The letter of support is for specific language, in support of the RC&D Program, to be included in the federal Agriculture Appropriations bill for 2014.
- The National Association is requesting that each Council send a letter to its Congressional delegation.
- Ken Roberts explained the Council’s relationship with the Federal government and how such language would be supportive of the RC&D program across the United States.
- *Clyde Hanson moved to approve the drafting and delivery of a letter of support for the preferred vendor language, as presented. Clyde Hanson added that any individual should feel free to contact*

their Congressional representative in support of the preferred vendor language. Ken Roberts seconded. Motion passed.

2014 Sustainable Forestry Tour Sponsorship

- Drew Blankenbaker explained that the Council has supported the Sustainable Forestry Tour in the past and that the Council's contribution goes toward support of a teacher's attendance to the event, and that the Council can decide on the amount to contribute to the teacher's travel costs.
- The Council agreed that the support of the event would continue to be beneficial for the Council.
- Drew explained that the budget currently contains funds available to provide the requested support.
- *Ken Roberts moved to approve the Council's sponsorship for the 2014 Sustainable Forestry Tour in the amount of \$400, which includes the \$300 for registration and a fixed amount of \$100 for travel. Greg Johnson seconded. Motion passed.*

Ecosystem Research Group – Modification #4

- Drew Blankenbaker presented the Ecosystem Research Group contract modification.
- The modification is for the purpose of extending the deadline for the contract deliverables due to events outside the control of the contractor's control, i.e., the federal government shutdown that took place. No other changes to the contract are being requested.
- *Clyde Hanson moved to approve Contract Modification #4, as presented. Alan Martinson seconded. Motion passed.*

Wildlife Habitat Group

- Clarence Binninger presented the Council with an overview of the work of the Wildlife Habitat Group. Clarence explained that the Council had originally accepted the project in 2012. The Group is once again ready to apply for grant funding and would like the support of the Council.
- Drew Blankenbaker explained to Clarence that the Group should submit a Project Renewal Application which would give the Council an opportunity to reconsider the proposal.
- Clarence agreed to fill out the Renewal Application and attend a Council meeting in the future.

OLD BUSINESS

Greater Palouse Meat Producers Feasibility – Update

- Drew Blankenbaker provided an update on the Greater Palouse Meat Producers work and explained that they were successful in gaining letters of commitment for the funds needed to submit the Rural Business Enterprise Grant application, including a commitment of \$500 from the Council.
- Jacqui Gilbert will provide an update on the project at the Council's April meeting.

Career Fair Program for Underserved Districts – Update

- Drew Blankenbaker stated that there has been no decision made by the Walmart Foundation regarding the grant submitted for the Career Fair Program and that Bob Didocha would be following up with the program contact over the next few weeks.
- An update on the grant application will be provided at the Council's April meeting.

COMMITTEE REPORTS

Financial Review Committee

- Alan Martinson reported that the Committee will be discussing the Operating Reserve and Revolving Fund at its next Committee meeting and that they will have several items to present at the Council's April meeting.

Forestry/Fire Committee

- Drew Blankenbaker reported that the Clearwater Basin Youth Conservation Corps is taking shape and that there will potentially be a new cost share agreement with the Forest Service to provide funding support for the project.

Agriculture Committee

- Alan Martinson stated that the cost share agreements for the Cooperative Weed Management Areas will start to pick up over the next few months.

Sustainable Resources Committee

- Given that no members of this Committee were present, no updates were presented.

Dick Hodge moved to adjourn the meeting. Alan Martinson seconded the motion. The meeting adjourned at 2:45 p.m.