

**CLEARWATER RC&D COUNCIL, INC.**

**MEETING MINUTES**

August 27, 2015

Brammer Building, Lewiston, ID

1:00 p.m. to 3:00 p.m.

**ATTENDANCE**

Bob Tippett – President of Clearwater RC&D  
Alan Martinson – Treasurer of Clearwater RC&D  
Clyde Hanson – Idaho County  
Greg Johnson – Lewis County  
John Smith – Clearwater County  
Ken Roberts – At-Large Member  
Dick Hodge – At-Large Member  
Kelli Rosellini – Coordinator, Clearwater Basin Collaborative  
Alex Irby – Co-Chair, Clearwater Basin Collaborative  
Toni Sunseri – Conservationist, NRCS  
Renée Hill – Executive Director of Clearwater RC&D

**CALL TO ORDER**

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**INTRODUCTIONS**

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**AGENDA CHANGES**

- Bob Tippett called the meeting to order at 1:00 p.m. and introductions were made.
- Greg Johnson proposed an addition to the agenda to discuss email votes. *Clyde motioned to make this addition. Greg seconded. Motion passed.*

Minutes

- July 23, 2015 minutes were emailed out on August 26.
- One correction was proposed by to edit the language that Alan and Ivy discussed the Annual Meeting at the RC&D office.
- *Ken Roberts moved to approve the minutes for July 23, 2015 as corrected. Alan Martinson seconded. Motion passed.*

Treasurer's Report

- Alan Martinson presented the Treasurer's Report and the Transaction Report by Class, as of August 27, 2015.
- There are some negative CBC balances showing that have actually been paid- reimbursements are pending.
- Pollinator Garden project is showing as negative because there was an invoice that was incorrectly paid out of that account several months ago. Renée has received information from the Forest Service on how to correct this error in the future.
- CBYCC expenses will be reimbursed after the conclusion of that project. All CBYCC partners will be invoiced or their portion of the expenses. Tera and Renée are working on this.
- Renée added that the CBC-Other account shows a negative balance because an invoice that needed to be paid out of cycle was categorized here while she waits for budget recommendations in the next billing cycle.
- Financial Review Committee met and would like to request to the Council that we increase the Operating Reserve Fund to \$45,000, and that we add \$50,000 to Revolving Cash Fund to pay monthly invoices for reimbursement accounts. The Council decided that we will vote on approvals for these two changes once we have the new Revolving Fund Policy in writing.
- *Greg Johnson moved to accept the Treasurer's Report. Clyde Hanson seconded. Motion passed.*

### Executive Director's Report

- Detailed ED report provided in meeting packet.
- The CBYCC end of the year BBQ and planning meeting were held on August 6 and 7, and both went well. The 2015 CBYCC was very successful, and the planning committee has discussed many changes to make improvements for the 2016 season.
- Renée thanks the Council for letting her go to California to help her mother when she became ill this month. She missed 8 days of work, during which she worked 8 hours and missed 52 hours.
- Has been working with CBC on securing new Forest Service agreements and so far have secured \$439,000.
- Drew Blankenbaker called to check-in and expressed an interest in collaborating on projects.
- Renée requested approval to attend a nonprofit retreat through the UI Extension on September 18. She proposed that the Council pays registration fees Renée and Teri McKenzie with the INWFN (\$180), and Ivy will be supported by Idaho Firewise. There were no objections.
- Renée did not pursue the Idaho Nonprofit Conference in Boise this year due to being too busy and too many other things going on.
- Approved several agreements via email:
  - Ecosystem Research Group contract Mod 6 (\$23,303.50 from CFLRP funds)
  - CBYCC PA: Mod 2 \$40,000 and Mod 3 \$30,000
  - WHRI Cost Share: Mod 3 \$125,000 and Mod 4 \$75,000
  - RAC Mod 1 \$50,000
  - 2013 Region Cost Share Mod 2 \$77,000
  - RFQ for Idaho GEM Trail branding and marketing work
  - Forest Fun Camp Mod 3 \$5,000

### NEW BUSINESS

#### CBC Co-Chair Alex Irby & Coordinator Kelli Rosellini – Idaho GEM Trail request

- Alex explained the Idaho GEM Trail, which currently extends from Avery to Elk City. They recently completed a trail head in Elk City with money from Parks and Recreation. They have plans for further extensions into the future.
- They have received some funds from other sources to pay for trail heads, signage, and marketing/branding work; however, they have had a hard time finding funds to help with the planning of these efforts.
- The CBC Recreation Committee requested a \$1,500 project support grant from the Council to support Idaho GEM Trail planning.
- *Dick Hodge moved to accept the Council awarding a \$1,500 planning grant to support the Idaho GEM Trail. Alan Martinson seconded. Motion passed.*

#### RFQ for Helicopter Elk Capture – approval requested

- The Clearwater Basin Collaborative (CBC) is planning for the fall capture of female elk, working closely with Idaho Fish & Game. The Clearwater Basin is the most difficult flying zone in the nation and it is difficult to find helicopter companies with experience who are willing and able to fly here. There are some local companies, but they do not have the required experience for this project.
- The CBC commends Renée's work and the Council's support this month in securing funds for the CBC.

- Alex described how the elk population in the region has faced decline due to lack of habitat and poor nutrition.
- The CBC requested approval to post the RFQ for helicopter elk capture services this fall.
- *Alan Martinson moved to accept the RFQ for helicopter elk capture services this fall. Clyde Hanson seconded. Motion passed.*

#### FY 2016 Budget Planning

- Alan presented the summary of the FY15 budget in order to prepare for the FY16 budget.
- Alan and others discussed that we will plan for 2-3 people to attend the National RC&D Association meeting in July 2016 in Reno, Nevada. Western RC&D Association plans to meet at the National meeting, and the IRCDA spring meeting will be teleconferenced again in 2016. IRCDA Registration will be \$25-\$30 per person in 2015.
- Reserve funds will not be affected by the 2016 budget.
- Renée and Alan will meet next week to prepare the draft FY16 budget to present at the Annual Meeting.

#### Annual Meeting 2015 planning update & food expense – approval requested

- The meeting and dinner will be held at the Hilltop Restaurant in Grangeville on Thursday September 17 (third Thursday due to IRCDA meeting on the fourth Thursday this month).
- Clyde presented several potential menu items. Consensus was to offer pork tenderloin and vegetarian lasagna options.
- Renée will send out an invitation and Clyde needs to know head count by Friday September 11. The Council provides meals for members and guests will pay independently.
- We decided to social hour at 5:30 pm and dinner at 6:30.
- Ken suggested we try to carpool as much as possible.

#### RC&D Council Officers nominating committee

- Ivy, Alan and Dick agreed to serve on the nominating committee. Alan agreed to serve as chair.

#### Stop Check bank fee – request for Council to cover

- Renée explained that five checks since September 2014 have been cancelled due to failure to deliver.
- She asked whether this \$35 bank fee should be covered by the Council and not the specific project involved. Council agreed that this is a fee to be absorbed by the Council.

#### Discussion about e-mail approvals

- Greg Johnson reported that the Prosecuting Attorney for Latah County, Bill Thompson, talked about organizations doing e-mail votes. Apparently it has been determined that some e-mail votes are illegal, so we need to review our policy.
- Renée will explore this legal issue with lawyers and report back to the Council. We want to make sure that our policies keep us operating legally and safely.

OLD BUSINESS
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#### Idaho RC&D meeting September 24 - 25

- Thursday September 24 and Friday September 25. Renée and Clyde will travel from Moscow on the 23<sup>rd</sup> and stay two nights in Caldwell.

#### Clearwater RC&D stories for Western RC&D website

- Clyde is working with Western on stories.
- Renée will help him prepare stories about the CBYCC and INWFN for the Western website.

## COMMITTEE REPORTS

### Financial Review Committee

- FY16 Budget will be ready for approval at the 2015 Annual Meeting.

### Forestry/Fire Committee

- Nothing new to report.

### Agriculture Committee

- Nothing new to report.

### Sustainable Resources Committee

- Nothing new to report.

## Announcements

- Tony Sunseri, new conservationist with the NRCS, is looking forward to getting to know us and working with the RC&D in the near future.
- Alex Irby and Kelli Rosellini from the CBC report that they are extremely happy with the relationship between the CBC and the RC&D. The RC&D shares this sentiment.

*The meeting adjourned at 2:40 p.m.*