



Clearwater Resource Conservation and Development Council, Inc.

Council Annual Meeting Minutes

Thursday, October 5, 2017

6:45 p.m. to 8:00 p.m.

High Country Inn, Ahsahka, ID

Attendees (X indicates attendance)

COUNTY REPRESENTATIVES		CITY REPRESENTATIVES	
<input checked="" type="checkbox"/>	Alan Martinson, Latah County, Secretary/Treasurer	<input checked="" type="checkbox"/>	Art Bettge, City of Moscow
<input type="checkbox"/>	Bob Tippett, Nez Perce County	<input type="checkbox"/>	
<input checked="" type="checkbox"/>		AT-LARGE MEMBERS	
<input checked="" type="checkbox"/>	Clyde Hanson, Idaho County, Vice President	<input checked="" type="checkbox"/>	Tera King, President
<input checked="" type="checkbox"/>	John Smith, Clearwater County	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Mike Ponzozzo, Lewis County		
OTHER			
<input checked="" type="checkbox"/>	Barbie Miller, Executive Director, Clearwater RC&D	<input checked="" type="checkbox"/>	Shelley Ponzozzo, Guest
<input checked="" type="checkbox"/>	Irene Bain, Office Assistant, Clearwater RC&D	<input checked="" type="checkbox"/>	Marietta Hanson, Guest
<input checked="" type="checkbox"/>	Chris St. Germaine, Clearwater County Economic Development	<input checked="" type="checkbox"/>	Bunny Smith, Guest

Call to Order

MEETING CALLED TO ORDER BY	Tera King, President	AT	7:00 p.m.
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Agenda Changes

REQUESTS	none
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Approval of August 24, 2017 Meeting Minutes

MINUTES WERE EMAILED ON	October 4, 2017		
CHANGES	None		
MOTION TO APPROVE BY	Clyde Hanson	SECONDED BY	Mike Ponzozzo
		PASSED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Executive Director's Report

PRESENTED BY	Barbie Miller		
EXECUTIVE COMMITTEE VOTES BY EMAIL			
Approval for Modification #9 to the CBC WHRI 13-CS-042 Forest Service agreement to add \$89,991 in funding.	Approved September 7, 2017		
Approval for new CBYCC cooperative agreement P17AC01719 with the National Park Service in the amount of \$20,168.55.	Approved September 22, 2017		
Approval for Modification #11 to the CBC Ecological and Socio-Economic Data Collection and Analysis Contract with Ecosystem Research Group (ERG).	Approved September 25, 2017		

Approval for the CBC RFQ for Helicopter Services for fall/winter 2017 elk capture and transport.	Approved September 25, 2017
ACTIVITIES, ACCOMPLISHMENTS, & UPDATES	
<p>Inland Northwest Food Network has become its own 501(c)(3) organization. We have buttoned down loose ends and mailed them a check for the balance in their account. Teri McKenzie sent a note of appreciation for our sponsorship, support, and guidance.</p>	
<p>Debi Church with the US Forest Service stated by email to Barbie on August 28, 2017 that the Forest Service paid for both outstanding bills for collection under the Frank Church River of No Return CWMA 08-CO-11011724-017 collective agreement, and it is finalized and in the process of closing again. These were bills that were submitted to the Council several months after the agreement was expired and closed out.</p>	
<p>Barbie stated that she would like to spend more time in the upcoming year taking care of Council needs and strengthening our foundations so that we can continue to grow projects and revenue. In order to accomplish this, the Council will need to increase staff support and implement policy changes, so that Barbie and staff can work more efficiently and better balance the needs of the Council and sponsored projects.</p>	

Igniting Innovation Project Update

PRESENTED BY	Chris St Germaine, Clearwater County Economic Development
DISCUSSION	<p>The Igniting Innovation group has had 14 consistent participants for the quarterly meeting series. Meetings included:</p> <ul style="list-style-type: none"> • George Tanner, University of Idaho Entrepreneur Director and Instructor, talking about “How to Give a Pitch.” • Ed Endebrock, President, Hydraulic Warehouse in Lewiston speaking from his perspective as an inventor. • An attorney talked about patent and intellectual property protection. <p>At every meeting, they kept track of “wants” and “needs.” Technology has been a barrier, so they wrote a USDA World Business Development grant and got support from Avista to purchase a laptop, projector, and large screen. They also secured a smart board to help with brainstorming, allowing the group to email the contents of the board and to receive live input.</p> <p>The inventors also identified a need for a 3-D printer to help in developing prototypes. They are drafting an application to Idaho National Laboratory for a donation request. This donation, along with a USDA Rural Business Development Grant (RBDG) and other in-kind contributions, will allow them to purchase a 3-D printer and software. Chris has someone lined up to present a class on using the 3-D printer.</p> <p>The Igniting Innovation group includes writers, tech “geeks,” inventors, and food producers. Rather than being a finished project, these micro-innovative groups and the project as a whole are going to continue and grow. Igniting Innovation desires to continue their relationship with the Council.</p> <p>Chris is interested in expanding into other areas, as well, and mentioned efforts in expanding recreation project areas.</p> <p>Other areas of possible expansion and co-marketing of projects for the Council were discussed:</p> <ul style="list-style-type: none"> • Agricultural-related projects – Chris is involved with another project with a USDA RBDG working with a local producer researching agriculture and lime application. They have a small grant, and there is potential to partner with the Council on that project.

	<ul style="list-style-type: none"> • Recreational tourism opportunities – Chris suggested exploring ICORT Idaho (Idaho Conference on Recreation & Tourism). • Getting resource-based curriculum into the high schools – Creating partnerships to match opportunities with career path development. PTECH foundation is a resource. Could be tied into Senior projects required in many high schools.
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Treasurer’s Report

PRESENTED BY	Alan Martinson				
DISCUSSION	Alan Martinson presented the Treasurer’s Report and the Transaction Report by Class, as of September 30, 2017. Alan described the details of the Report, including any discrepancies and negative balances. Barbie will prepare the federal reimbursement requests next week.				
CONCLUSIONS	Motion to approve Treasurer’s Report as presented.				
MOTION TO APPROVE BY	John Smith	SECONDED BY	Clyde Hanson	PASSED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

FY 2018 Council Ops Budget for Approval

PRESENTED BY	Alan Martinson				
DISCUSSION	<p>Alan Martinson presented a proposed budget for Fiscal Year 2018. The estimated expenses to revenue show a loss. Alan stated that he carried over surplus funds from the Council Operations account to balance the FY 2018 budget. We had hoped to include a project coordinator position in the budget to increase outreach activities and direct project support, but the budget doesn’t allow for that additional expense at this time. We did include the office assistant position in the budget, however.</p> <p>Some ideas to bring revenues up with additional projects:</p> <ul style="list-style-type: none"> • Change the structure of our monthly meetings and push some of the operational discussions to behind the scenes; bring discussions about our strategic goals to the forefront. • Forego a full audit this year if we are under our audit threshold. If we revert to a financial review rather than a full audit, we will save a substantial amount of expense, but we will also lose our low-risk audit rating. • Update our sponsorship list and the sponsorship levels; strive to show sponsors the benefit of contributing. • Improve participation by those cities who are already sponsors. • Hire project coordinator when funds allow. In the meantime, all Council members will need to take an active role in outreach activities. 				
CONCLUSIONS	We can “weather the storm” as we strive to increase our projects, but the deficit cannot continue long-term. We will need to increase revenue from current and new projects.				
MOTION TO APPROVE BY THE FY 2018 BUDGET	Clyde Hanson	SECONDED BY	Art Bettge	PASSED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Proposed Bylaw Changes for Approval

PRESENTED BY	Tera King
DISCUSSION	At the July and August meetings, the Council discussed changing the voting requirements to help with getting a quorum at the meetings. Tera talked to Malcolm Dell, an at-large member, and he has agreed to resign from the Council since he has not been participating in meetings. This will help to obtain a majority vote at the meetings.

	The proposed Bylaw changes were emailed to the Council on October 4, 2017, and distributed to at the Annual Meeting. During the discussions, additional changes were requested.				
CONCLUSIONS	<p>The members concurred with the proposed changes, as outlined below:</p> <ul style="list-style-type: none"> • Article I, C: Update the Council office location to 195 6th Street #102, Potlatch, Idaho 83855. • Article X, A: Strike [President] “shall only vote in the case of a tie.” • Article XII, B, 3: Strike “Voting shall proceed by a majority of the standing officers.” • Article XII, D: Revise to read “Any action of the members at a Council meeting may be taken by a vote of 50% plus 1 of the Council membership.” • Article XII, E: Revise to read “Any action of the members at a Board of Officers meeting may be taken by a vote of 50% plus 1 of the Board of Officers membership.” • Article XII, F: Revise to read “Any action of the members at an Executive Committee meeting may be taken by a vote of 50% plus 1 of the Executive Committee membership.” • Article XII, G: Revise “Robert’s Rules of Order” to read “Robert’s Rules of Order Newly Revised.” • Article XII, J: Replaced “Proxies shall be counted in determining whether a quorum exists at any meeting” with “Proxies shall be counted as a voting member at any meeting.” • Article XVII: Revised to read “These Bylaws may be amended during a Council meeting by a vote of 50% plus 1 of the Council membership,” and added the Bylaws amendment date. 				
MOTION TO APPROVE BY	John Smith	SECONDED BY	Clyde Hanson	PASSED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

FY 2017 Sponsor Membership

PRESENTED BY	Tera King	
DISCUSSION	<p>Barbie Miller read the list of Sponsor Organizations for FY 2017.</p> <ul style="list-style-type: none"> • City of Cottonwood • City of Craigmont • City of Culdesac • City of Elk River • City of Grangeville • City of Kamiah • City of Kooskia • City of Lapwai • City of Lewiston • City of Moscow • City of Nezperce • City of Peck • City of Pierce • City of Potlatch • City of Troy • Clearwater County Economic Development Council • Clearwater Economic Development Association • Clearwater Soil & Water Conservation District • Idaho Soil & Water Conservation District • Ida-Lew Economic Development Council • Latah Soil & Water Conservation District • Lewis Soil Conservation District • Nez Perce Soil & Water Conservation District 	

FY 2017 At-Large Membership

PRESENTED BY	Tera King
DISCUSSION	Barbie Miller read the list of At-Large Members for FY 2017
	<ul style="list-style-type: none"> • Tera King, President • Malcolm Dell

Nominations and Election of FY 2018 Officers

PRESENTED BY	Tera King					
DISCUSSION	The officer nominating committee prepared the nominations list for the FY 2018 Board of Officers. Tera King presented the nominations as follows: <ul style="list-style-type: none"> • President: Tera King • Vice President Clyde Hanson • Secretary/Treasurer: Alan Martinson 					
CONCLUSIONS	Having heard the nominating committee report, Tera King asked three times for any additional nominations from the floor for the President position. Hearing none, the call for nominations was closed.					
MOTION TO ELECT PRESIDENT BY	Clyde Hanson	SECONDED BY	Art Bettge	PASSED	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
CONCLUSIONS	Having heard the Nominating Committee report, Tera King asked three times for any additional nominations from the floor for the Vice President position. Hearing none, the call for nominations was closed.					
MOTION TO ELECT VICE PRESIDENT BY	John Smith	SECONDED BY	Mike Ponozzo	PASSED	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
CONCLUSIONS	Having heard the Nominating Committee report, Tera King asked three times for any additional nominations from the floor for the Secretary/Treasurer position. Hearing none, the call for nominations was closed.					
MOTION TO ELECT SECRETARY/TREASURER BY	Clyde Hanson	SECONDED BY	John Smith	PASSED	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Meeting Adjourned by Tera King at 8:17 p.m.