

CLEARWATER RC&D COUNCIL, INC.
MEETING MINUTES

May 22, 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
Clyde Hanson – Idaho County
Tom Lamar – City of Moscow
Bob Tippett – Nez Perce County
Drew Blankenbaker – Executive Director of Clearwater RC&D
Lorie Higgins – At-Large Member
Ken Roberts – At-Large Member
Malcolm Dell – At-Large Member

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.
- *Bob Tippett moved to approve the April 24, 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 May 20, 2014.
- Alan described the details of the Financial Report; including any discrepancies or negative balances and that all of the reimbursements have been submitted.
- Alan also discussed the preparation of the preliminary budget for FY 2015, to be presented at the Council's August meeting.

Executive Director's Report

- Drew Blankenbaker reviewed his activities and accomplishments over the last month and discussed several upcoming events.
- Drew explained that the Council's Circle of Diamonds Reauthorization application was approved by the National Association of RC&D Councils.
- Drew also provided an update on his participation as a judge in the University of Idaho's Business Plan Competition and the potential for new projects emerging from this event.
- Drew stated that there was one decision made by the Executive Committee via email since the Council's April meeting. This included unanimous approval of the Clearwater Bain Collaborative RAC Funding Modification #8 to extend the performance period to January 31, 2015.

NEW BUSINESS

Western RC&D Association – Election Ballot

- Clyde Hanson provided the Council an update on the Western RC&D Association election ballot.
- Clyde stated that three candidates were on the ballot and that he had submitted the election ballot as requested.
- Malcolm Dell inquired about the candidates and if there was any competition. Clyde clarified that there were three candidates for three positions and reviewed the profiles of each candidate.

- The election will be finalized at the Western RC&D Association meeting taking place in Mobile, AL at the National conference.

Council Website Preview

- Drew invited the Council members to review the updates to the Council website. The website is located at www.clearwaterrcd.org.
- Council members were invited to review and ask questions on a live preview of the website.

2014 Sixth Grade Forestry Tour – Council Sponsorship

- Drew presented the 2014 Sixth Grade Forestry Tour request for financial support. Drew reviewed the Council's previous support of the Tour and the Council reviewed the request letter from the University of Idaho Extension.
- *Ken Roberts moved to provide the Council's support of the Forestry Tour in the amount of \$300 given the previous support amounts and provided that there are sufficient funds in the Council's budget. Tom Lamar seconded. Motion passed.*

Idaho Fish & Game – Cooperative Project Agreement

- Drew presented the final draft of a Cooperative Agreement between the Idaho Department of Fish & Game (IDFG) and the Council. Drew explained that the Agreement would provide for a funding mechanism to support the work and contribution of the IDFG to the Clearwater Basin Collaborative, specifically their work on the Wildlife Habitat Restoration Initiative.
- *Clyde Hanson moved to approve the Cooperative Agreement and directed staff to gather appropriate signatures on the Agreement. Alan Martinson seconded. Motion passed.*

Clearwater Basin Collaborative – RAC Funding New Agreement

- Drew presented the North Central Idaho Resource Advisory Committee project proposal for the Clearwater Basin Collaborative. Drew explained that the project proposal was approved in the amount of \$60,000 and that the necessary forms and applications are needed to move forward with executing the new cost share agreement.
- *Ken Roberts moved to approve the submission of the RAC funding application materials and to gather the appropriate signatures. Clyde Hanson seconded. Motion passed.*
- Drew explained that the actual cost share agreement would come before the Council at a future date.

OLD BUSINESS

Idaho Firewise – New Professional Services Agreement

- Drew Blankenbaker presented the final draft of the Professional Services Agreement for the Project Manager position for Idaho Firewise. The Council reviewed the agreement at their April meeting and the documents were made ready for Council approval.
- *Malcolm Dell moved to approve the Professional Services Agreement and Scope of Work and directed staff to gather appropriate signatures on the Agreement. Alan Martinson seconded. Motion passed.*

Greater Palouse Meat Producers Feasibility – Update

- Drew Blankenbaker provided a brief update on the Greater Palouse Meat Producers work and Jacqui Gilbert will provide an update on the project at the Council's June meeting.

COMMITTEE REPORTS

Financial Review Committee

- Alan Martinson reported that the Committee will be discussing the Operating Reserve, Revolving Fund, and preliminary FY 2015 budget at its next Committee meeting, at a date to be determined.

Forestry/Fire Committee

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

Agriculture Committee

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

Sustainable Resources Committee

- Lorie Higgins presented an update on some policy proposals being developed regarding agritourism for the region and discussed several grant proposals being prepared by the Palouse Clearwater Food Coalition. Lorie stated that the Artisan Trail Guide will be updated in December 2014. Lorie also provided an update on a project called Ready, Set, Grow Your Business that provides small business workshop trainings across the Palouse region.

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