



Washington Association of Conservation Districts

**Board of Directors Meeting**

June 23, 2015

Hal Holmes Center, Ellensburg

**MOTIONS**

- **Motion:** Jerry Hendrickson moved to approve the agenda. Dave Guenther seconded. The motion carried.
- **Motion:** Dean Longrie moved to approve the 3/24/2015 Board of Directors Draft Meeting Notes as submitted. John Preston seconded. The motion carried.
- **Motion:** Dean Longrie moved to approve the May, 2015 financial report as submitted. John McLean seconded. The motion carried.
- **Motion:** Dean Longrie moved to approve the WACD 2014-2015 budget close-out adjustments as submitted. Don Hatler seconded. The motion carried.
- **Motion:** John Preston moved to approve the WACD 2015-2016 Annual Work Plan as submitted and amended with reference to WADE supervisor training. Jerry Hendrickson seconded. The motion carried.
- **Motion:** Dean Longrie moved to approve the WACD 2015-2016 budget as submitted. John McLean seconded. The motion carried.
- **Motion:** Dean Longrie moved to approve The Plant Materials Center Reserve Adjustments as submitted. Jerry Hendrickson seconded. The motion carried.
- **Motion:** Jerry Hendrickson moved to approve the travel policy revision 2012-001 R2 as submitted. John Preston seconded. Tom Miller moved to amend the motion to delete the words "in advance" from Special Considerations. Michael Crowder seconded. The motion to amend carried. The motion to approve the policy revision (as amended) carried.
- **Motion:** Dean Longrie moved to approve the 2015 Dues Statements to send to conservation districts. John Preston seconded. The motion carried.
- **Motion:** Dean Longrie moved to authorize the Executive Director to execute, on behalf of WACD, a settlement in the Citizens for Sustainable Development vs WACD matter on the basis of the attorney recommendation and board discussion during Executive Session with the stipulation that the amount of settlement be an amount less than the attorney recommendation. Dave Guenther seconded. Following discussion about the recommended amount of settlement: **Motion:** Tom Miller moved to table the motion. Wendy Pare seconded. The motion to table carried.
- **Motion:** Dean Longrie moved to authorize the Executive Director to execute, on behalf of WACD, a settlement in the Citizens for Sustainable Development vs WACD matter on the basis of the attorney recommendation and board discussion during Executive Session. Dave Guenther seconded. The motion carried.

- **Motion:** Dean Longrie moved to accept the Executive Committee's execution of a 2015-2016 contract agreement with Coyne, Jesernig. Jerry Hendrickson seconded. The motion carried.
- **Motion:** Dean Longrie moved to accept the Executive Committee's execution of a 2015-2016 contract agreement with David Vogel, WACD Executive Director. John Preston seconded. The motion carried. Don Hatler abstained.
- **Motion:** Dave Guenther moved to accept the Executive Committee's execution of a 2015-2016 contract agreement with Nan Laughton for temporary, part-time administrative coordinator assistance. Dean Longrie seconded. The motion carried. Don Hatler opposed.

Board of Directors Present

Alan Stromberger, President  
 Mark Craven, Vice President  
 Michael Crowder, National Director  
 Wendy Pare, Secretary Treasurer  
 David Guenther, Past President  
 Jerry Hendrickson, SE Area Director  
 Don Hatler, NW Area Director

Dean Longrie, SW Area Director  
 John Preston, NC Area Director  
 Mark Moore, SC Area Director  
 Tom Miller, NE Area Director  
 John McLean, NC Area Director  
 Eddie Johnson, NE Area Director  
 Karen Bishop, WADE President

Board Members Not Present

Jeff Ellingsen, NW Area Director  
 Gail Thornton, SC Area Director

Others in Attendance for All or Part of the Meeting

Jim Jesernig, Coyne Jesernig  
 Doug Allen, NRCS Area Conservationist  
 Bill Boyum, Kittitas CD  
 Mark Clark, WSCC  
 Lynn Brown, Kittitas CD

Staff Present

Dave Vogel, Executive Director  
 Lori McLaughlin, Bookkeeper  
 Jim Brown, PMC Manager

President Alan Stromberger opened the meeting at 10:00 a.m. by welcoming everyone to Ellensburg.

WACD Business

- Agenda – Alan Stromberger noted that Jim Jesernig's report will be moved up in order to allow Jim to return to Olympia for state biennial budget activities. **Motion:** Jerry Hendrickson moved to approve the revised agenda. Dave Guenther seconded. The motion carried.
- 3/24/2015 Board of Directors Draft Meeting Notes – **Motion:** Dean Longrie moved to approve the 3/24/2015 Board of Directors Draft Meeting Notes as submitted. John Preston seconded. The motion carried.

- Legislative Report – Jim Jesernig reported on status of ongoing state budget negotiations by chambers of the Legislature and the Governor. Budget talks are at a standstill at this moment, but expectations are (or hope is) that an agreement will be reached prior to June 30, and that state government will avoid a shut-down.
- May, 2015 Financial Report – Don Hatler questioned the inclusion of PMC Interest Income in the financial report. Wendy Pare, WACD Sec/Treasurer replied that she will be working with the new CPA, Larson Gross, to decide on how best to list this item. Jim Brown, PMC Manager, described ongoing discussions with IRS about their recent pull-back of funds under this category, and advised that discussions are underway to correct this IRS oversight. **Motion:** Dean Longrie moved to approve the May, 2015 financial report as submitted. John McLean seconded. The motion carried.
- WACD Budget Close-Out for 2014-2015 – Wendy Pare noted recent revisions to the 2014-2015 WACD budget, with changes in salary/personnel, dues collection, legal fees, consulting services associated with contractual agreements, and unencumbered contract residuals. **Motion:** Dean Longrie moved to approve the WACD 2014-2015 budget close-out adjustments as submitted. Don Hatler seconded. The motion carried.
- 2015-2016 WACD Annual Work Plan – Dave Vogel highlighted certain items in the work plan that supports the new budget for 2015-2016. Karen Bishop, WADE President, recommended including WACD encouragement to supervisors to participate in the WADE training track. Wendy Pare noted that actions for improvement to “Accounting Procedures” have been fulfilled. Dean Longrie encouraged the Area Directors to identify potential future leaders from their areas to the Executive Committee and Dave Guenther, Chair, Nominating Committee. Dave Guenther suggested that WACD request that districts forward their meeting minutes to Area Directors for their review and information. **Motion:** John Preston moved to approve the WACD 2015-2016 Annual Work Plan as submitted and amended with reference to WADE supervisor training. Jerry Hendrickson seconded. The motion carried.
- 2015-2016 WACD Budget – Wendy Pare noted that unencumbered contractual funds with WSCC are not carried-forward. She noted an increase in Accounting Expenses associated with recent retaining of the new CPA, Larson Gross, due to audit and planning services associated with PMC. Wendy noted a change in salary expenses, due to an anticipated six-month split between part-time and full-time Administrative Coordinator assistance. She noted a reduction in expenses for Lobbying Services by Coyne, Jesernig, based on a revised offer by the firm. **Motion:** Dean Longrie moved to approve the WACD 2015-2016 budget as submitted. John McLean seconded. The motion carried.
- 2015-2016 PMC Reserve Adjustments – Wendy Pare reported that PMC is adjusting reserves allocations to conform to adopted policy for reserves. **Motion:** Dean Longrie moved to approve The Plant Materials Center Reserve Adjustments as submitted. Jerry Hendrickson seconded. The motion carried.
- 2012-001 R2 Revised Travel Policy – Dave Vogel described proposed revisions to the travel policy document relating to lodging expense eligibility based on distance from

home location (50 miles), and Executive Committee determinations of Special Considerations. **Motion:** Jerry Hendrickson moved to approve the travel policy revision 2012-001 R2 as submitted. John Preston seconded. Tom Miller moved to amend the motion to delete the words “in advance” from Special Considerations, as the Executive Committee may not always anticipate special situations in advance. Michael Crowder seconded. The motion to amend carried. The motion to approve the policy revision (as amended) carried.

- WACD 2015 Dues Statements – Wendy Pare reported that all districts, except, Mason, have completed and submitted dues worksheets upon which WACD calculated dues for the 2015 dues notices. Wendy noted that she contacted several districts to clarify their submittals, with several needing revision. With those clarifications, the dues statements are ready to send out to districts. Dave Vogel noted that five districts will see their dues increase by a substantial amount, due to shifting ranks in the dues categories for districts (Asotin, Grant, Pacific, Pine Creek and Whitman). In part, these increases are due to increased district revenue associated with plant sales, or sale of fixed assets. **Motion:** Dean Longrie moved to approve the 2015 Dues Statements to send to conservation districts. John Preston seconded. The motion carried.
- 2014 Resolutions Update – A written report was provided to the Board. No verbal report was made, due to time constraints.
- 2015 Supervisor Elections Area Resolution – Dave Vogel described a conservation district resolution in progress expected to be proposed at one or more fall area meetings. WACD is working with Thurston and Whatcom conservation districts on a resolution that is intended to provide supervisor direction and unity to implement two improvements to supervisor elections. Area Directors will need to support this resolution at area meetings and with their area districts. Resolution recommendations include:
  1. Hold all district supervisor elections on a single (same) day during the first quarter. This would provide clarity on when elections are to be held, and would allow marketing of districts and their elections across the state, in order to help boost public awareness and participation.
  2. Pursue agreements with county auditors to conduct the elections, taking election materials and process supervision out of the hands of district employees. Costs would need to be explored here, together with a statewide approach with auditors.
- Supervisor Leadership Development – No update report was made, due to time constraints.
- Contracts – The Board of Directors was briefed on three contract agreements executed by the Executive Committee.
  1. **Motion:** Dean Longrie moved to accept the Executive Committee’s execution of a 2015-2016 contract agreement with Coyne, Jesernig. Jerry Hendrickson seconded. The motion carried.
  2. **Motion:** Dean Longrie moved to accept the Executive Committee’s execution of a 2015-2016 contract agreement with David Vogel, WACD Executive Director.

John Preston seconded. The motion carried. Don Hatler abstained. Mark Craven, Wendy Pare and Karen Bishop were not present to vote.

3. **Motion:** Dave Guenther moved to accept the Executive Committee's execution of a 2015-2016 contract agreement with Nan Laughton for temporary, part-time administrative coordinator assistance. Dean Longrie seconded. The motion carried. Don Hatler opposed. Mark Craven, Wendy Pare and Karen Bishop were not present to vote.

Area Directors' Forum Note: The Area Directors' Forum is an opportunity for Area Directors to engage one another and the officers on topics of importance to their area conservation districts.

- No Area Directors' Forum issues were submitted for agenda topics.
- Jerry Hendrickson contacted several area districts, but did not identify any district issues needing Board of Directors attention.
- Don Hatler contacted district managers, and did not receive any items needing attention by the WACD Board of Directors.
- Tom Miller noted, together with Michael Crowder, the July 11-13, 2015 NACD Summer Board Meeting in Spokane, and encouraged everyone to attend.

#### Partner Reports

- WADE – Karen Bishop, WADE President, reported on this year's WADE training at the Sleeping Lady conference center in Leavenworth. Karen asked the Board to encourage their district's supervisors, especially new ones, to attend.
- WSCC – Mark Clark reported on the state budget deadlock, and anticipated that with passage of a budget the WSCC would meet June 29 to determine short-term allocations so districts can continue to function using state appropriated funds. Mark noted that there were two local district elections that saw much attention. Mark noted that some action is required by districts to resolve supervisor elections issues brought to light as a result of controversy and challenges regarding these elections. Mark outlined his ideas about potential partnership work with WACD via contract for 2015-2016. Mark described the May Commission meeting's strategic plan work session.
- NRCS – Doug Allen (for Roylene Rides at the Door) – Doug reported on Conservation Compliance status for Washington's producers, and noted that all or most producers have taken action to sign the proper USDA forms as required. Doug reported on progress by NRCS is executing a new agreement for cultural resources with the State Historic Preservation Office, whereby NRCS may be able to waive consultation for certain non-disturbance conservation practices. Doug also reported on other ongoing NRCS initiatives, including air quality /EQIP in certain counties.

#### Reconvening following Executive Session

At two points during the meeting (10:56 a.m., and 2:30 p.m.), the Board of Directors moved into executive session to discuss the Citizens for Sustainable Development vs WACD Public Records Act lawsuit. In reconvening the regular meeting following the second executive session, the following actions were taken. **Motion:** Dean Longrie moved to authorize the

Executive Director to execute, on behalf of WACD, a settlement in the Citizens for Sustainable Development vs WACD matter on the basis of the attorney recommendation and board discussion during Executive Session with the stipulation that the amount of settlement be an amount less than the attorney recommendation. Dave Guenther seconded. Following discussion about the recommended amount of settlement: **Motion:** Tom Miller moved to table the motion. Wendy Pare seconded. The motion to table carried. **Motion:** Dean Longrie moved to authorize the Executive Director to execute, on behalf of WACD, a settlement in the Citizens for Sustainable Development vs WACD matter on the basis of the attorney recommendation and board discussion during Executive Session. Dave Guenther seconded. The motion carried.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,

David Vogel  
Executive Director