

**Washington Association of Conservation Districts**  
Board of Directors Meeting  
SpringHill Suites - Kennewick  
September 17, 2018

- **Motion:** Javier Lopez moves to approve minutes from the June board meeting, with the correction of “passed due” to “past due” in two places. Second by Dean Longrie. Motion carried. Renee Hadley recused from voting.
- **Motion:** Wendy Knopp moves to move Audit Update from Executive Director Report to Treasurer’s Report. Second by Doug Rushton. Motion carried.
- **Motion:** Jerry Hendrickson moves to approve agenda. Second by Javier Lopez. Motion carried.
- **Motion:** Javier Lopez moves to adopt IRA Policy as recommended by the Finance Committee. Second by Doug Rushton. Motion carried.
- **Motion:** Dean Longrie moves to increase WACD Executive Operations Communication budget by \$8,000 with the funds to come from the WACD Executive Operations Savings Account, as recommended by the Finance Committee. Second by Jerry Hendrickson. Motion Carried.
- **Motion:** Javier Lopez moves to allocate FY 18 gains as recommended by the Finance Committee, with \$14,944.97 to be placed in the Operating Reserve Account and \$82,544.02 be placed in the Capital/Depreciation Reserve Account. Second by Dean Longrie. Motion carried.
- **Motion:** Dave Guenther moves to forward recommended bylaw changes from the Legislative, District Policies, and Bylaws Committee to be discussion topics at the area meetings. Seconded by Javier Lopez. Motion carries.
- **Motion:** Dave Guenther moves to extend evaluation period of the Executive Director to the November Board of Directors Meeting. Seconded by Javier Lopez. Motion Carries.
- **Motion:** Jeanette Dorner moves to adopt proposed policy from the Long-Term Funding Work Group on “Funding for Conservation Districts”. Second by Jerry Hendrickson. Friendly amendment by Dave Guenther to add “and implement” after “create a strategy” in the first sentence was accepted. Motion carried with one dissension.

Meeting adjourned at 3:51.

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Members Present

Tom Miller, President (Spokane CD)  
Jeanette Dorner, Vice President (Pierce CD)  
Lynn Bahrych, Secretary (San Juan Islands CD)  
Wendy Knopp, Treasurer (Spokane CD)  
Doug Rushton, National Director (Thurston CD)  
Dean Longrie, Southwest Area Director (Clark CD)  
John Preston, North Central Area Director (Grant County CD)  
John McLean, North Central Area Director (Foster Creek CD)  
Javier Lopez, South Central Area Director (South Yakima CD)  
Dave Guenther, South Central Area Director (Central Klickitat CD)  
Eddie Johnson, Northeast Area Director (Lincoln County CD)  
Jerry Hendrickson, Southeast Area Director (Asotin County CD)  
Amy McKay, Southeast Area Director (Whitman CD)  
Renee Hadley, WADE President (Walla Walla County CD)

Staff Present

Patricia Hickey, Executive Director  
Jim Brown, Nursery Manager  
Ryan Baye, Legislative & Membership Assistant

Others Present

Larry Davis (Whatcom CD)  
Debbie Hughes (New Mexico Association of Conservation Districts)  
Mark Clark (WSCC)  
Tom Wehri (California Association of Resource Conservation Districts)  
Carol Tayama (Southern Guam Soil & Water Conservation District)  
Jennifer Boie (Palouse CD)

President Tom Miller called the meeting to order at 9:02.

Welcome to New Board Members

The board welcomed two new members to the WACD Board of Directors, Dean Longrie as a Southwest Area Director and Renee Hadley as WADE President. Both introduced themselves.

Approval of the Minutes

**Javier Lopez moved to approve minutes from the June board meeting, with the correction of “passed due” to “past due” in two places.** Second by Dean Longrie. Motion carried. Renee Hadley recused herself from voting.

### Additions/Changes to the Agenda

**Wendy Knopp moved to change “Audit Update” from the Executive Director’s Report to the Treasurer’s Report.** Second by Doug Rushton. Motion carried.

**Jerry Hendrickson moved to approve the agenda as modified.** Second by Javier Lopez. Motion carried.

### Treasurer’s Report

Wendy Knopp shared her future goal of including a financial summary to help the Officers and Directors understand the financial reports. The Treasurer reported a negative cash flow for both the Executive Operations and the PMC but cautioned that it was customary for this time of year. She answered questions about district dues and past due PMC accounts.

### Dues Statement

Wendy Knopp updated the number of districts paying yearly dues and went in-depth on the districts concerned about payment in advance of the Annual Meeting.

Dave Guenther and Dean Longrie answered questions around the history behind Mason CD’s decision to opt-out of the Association. Larry Davis expressed his hope this year would mark their return.

### Audit Update

Wendy Knopp reported Larson Gross completed their audit and issued a draft report which WACD was in the process of responding to. She believed that for the first major audit in many years the Association did well. The largest “lowercase concern” was including additional internal control and oversight of financial transactions, that one individual should not be processing transactions and reconciling the books.

### PMC Report

PMC Manager Jim Brown shared with the board the increased pre-sales seen so far over the summer. He announced over \$600,000 worth of sales for the year but was concerned about an early cold-snap and losing inventory before harvest. Answered questions regarding three options for the necessary maintenance of the asphalt around the parking shed and his plan for replacing lights in the shop.

### Finance Committee Recommendation

**Javier Lopez moved adoption of the recommended IRA Policy.** Second by Doug Rushton. Dean Longrie was concerned of potential abuse of the flexibility to change contribution amount and how much staff time those constant changes could consume. Motion carried.

**Dean Longrie moves to increase WACD Executive Operations Communication budget by \$8,000 with the funds to come from the WACD Executive Operations Savings Account, as recommended by the Finance Committee.** Second by Jerry Hendrickson. Motion Carried.

**Javier Lopez moves to allocate FY 18 gains as recommended by the Finance Committee, with \$14,944.97 to be placed in the Operating Reserve Account and \$82,544.02 be placed in the Capital/Depreciation Reserve Account.** Second by Dean Longrie. Motion carried.

The Board invited the guests from outside Washington to introduce themselves.

*Recess from 10:50-11:10.*

### **Legislative, District Policies, and Bylaws Committee**

Larry Davis shared the list of recommended technical and substantive bylaw changes to the Board. Tom Miller added the committee was looking to the board to share the proposed changes with the areas and be discussed there before returning to the November Board Meeting.

**Dave Guenther moves to forward the recommended bylaw changes from the Legislative, District Policies, and Bylaws Committee to the area meetings for discussion.** Seconded by Javier Lopez. Motion carries.

### Executive Director's Report

Patricia reported on the work done by the Dispute Resolution Center with the staff and the Executive Officers, committed herself and Jim to building a better relationship. Will be holding weekly calls to check in and hold each other accountable. She gave an update on the financial audit from her perspective and how great it was to get positive feedback for how the Association was working. Discussed the Annual Conference, the panels to be presented and how the area directors were needed to secure sponsors.

Jerry Hendrickson complimented Patricia and Ryan on their newsletters to the Association. Doug Rushton asked that every supervisor was made aware of the benefits of attending the conference to partake in the Aspen Group and new supervisor training. Dave Guenther suggested exploring the concept of a desk audit.

*The WACD Board of Directors went into Executive Session from 11:55 to 1:15.*

**Dave Guenther moves to extend evaluation period of the Executive Director to the November Board of Directors Meeting. Seconded by Javier Lopez. Motion Carries.**

### Commission Decision Reports

Mark Clark reported to the Board the SCC's budget request for 2019-2021 and the upcoming budget seminar on September 27<sup>th</sup> to further explain their Capital and Operating Budget decision packages. He explained how there is more money in the state budget than in recent years, despite expected action on education and mental health. Jeanette Dorner appreciated the SCC taking a bold approach and the opportunity to get peoples' attention with the focus on orcas over the summer. Dave Guenther shared an experience in a meeting with the Department of Fish and Wildlife and how orcas came up in a discussion in Klickitat County.

### Long Term Funding Work Group

Patricia Hickey shared the Work Group's outreach strategy to the CDs for getting support letters to the Governor.

Mark Clark reported CD elections will be considered by the Commission at their next meeting, might go to a consolidated election cycle. Need to show SCC recognizes state legislators are worried.

Renee Hadley was concerned the conclusion reached by the State Auditor's Office regarding regional engineers could really hurt CDs and shared Walla Walla County CD's reliance on MOU's with other districts.

**Jeanette Dorner moves to adopt proposed policy from the Long-Term Funding Work Group on "Funding for Conservation Districts"**. Second by Jerry Hendrickson. Friendly amendment by Dave Guenther to add "and implement" after "create a strategy" in the first sentence was accepted. Motion carried with one dissension.

#### 2019 Annual Conference

Patricia Hickey explained to the Board staff exploration of modifying the schedule of WACD's area meetings and Annual Meeting. Dave Guenther suggested holding area meetings on the weekends to attract the supervisors with day jobs. Jeanette Dorner saw a strategic advantage in asking if the dates of our events were effective at affecting change but wanted to ensure attendance would not suffer. Amy McKay asked on the feasibility of combining the WADE conference with the WACD conference. Renee Hadley shared it had been a recent topic but was currently not in favor for various reasons.

*The Board was in recess from 2:30 to 2:40.*

#### Partner Reports

Mark Clark shared background on Carol Smith, the new Department of Ecology representative to the Commission and answered questions on the prioritization of some of the decision packages.

Roylene Rides at the Door explained the major transitions within the Natural Resource Conservation Service right now with the organization reorganizing inside USDA. Asked for patience during the transition and chaos. She answered questions about the decision to close the Zillah office as well as morale levels among her staff.

Doug Rushton shared several written reports from NACD. He was working on updating the MOU between several conservation partners regarding forestry, asked for comments by October 12.

#### Area Director Reports

Dave Guenther solicited information from South Central area CDs on their respective budgets. One was in great financial shape while another only had funds left to keep the doors open for six more months. He shared how air quality from fires was impacted many CDs. Suggestion of "Ag. Service Center" concept to combine WSU-Extension office with CD, NRCS, and perhaps a state government agency. Wanted to see more WACD staff in Eastern Washington.

Javier Lopez thanked the Work Group for their outreach. He was exploring how SCC allocation of funds would be done with new decision-package funds, wanted to ensure CDs sharing a county would be part of the solution. Expressed interest in getting Patricia out into the Yakima Valley.

Amy McKay shared the four Whitman County CDs had a booth at the recent Palouse Empire Fair with a demonstration rain display on four types of tillage.

Jerry Hendrickson had enjoyed visiting Bow for the June WACD Board meeting. Had visited Walla Walla County CD, Pomeroy CD, Columbia CD, and Asotin CD talking about the WACD newsletter, area meetings, the hiring of John Knox, and the work of the Finance Committee.

John Preston shared Grant County CD was starting implementation of their rates and charges and their search for a new building. Had received a NACD grant for gardens in almost a dozen assisted living facilities. Admitted he was unaware of how many Washington folks were involved with NACD.

John McLean shared Okanogan, Cascadia, and Foster Creek CDs were concerned on lack of funding after the fires but promised they would do their best. Had 36,000 acres burn in Douglas County in 26 hours. Foster Creek CD was working with Douglas County on a disaster relief plan, was meeting with landowners to figure out priorities and the existing need.

Eddie Johnson was interested in the soil health management and WSU experiments. Had horrible air quality after the fires, could not see more than a quarter mile ahead of his combine during harvest. Lincoln County CD was wrapping up their VSP plan and he invited Patricia back to the Northeast area.

Dean Longrie shared how supportive other CDs had been during Clark's failed push for rates and charges. Wanted to see training for helping supervisors be politically effective.

Meeting adjourned at 3:51.