

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
NORTH SANTIAM WATERSHED COUNCIL**

The Board of Directors met on August 12, 2021, via Zoom. The meeting was called to order at 6:05 p.m. by President Suzette Boudreaux. The NSWC mission was read, and introductions followed.

Directors Present:

- Suzette Boudreaux (Little North Fork Subbasin Representative – President)
- Brad Nanke (City of Salem Representative - Secretary)
- Brent Stevenson (Irrigation District – Vice President)
- John Caruso (Marion County Representative - Treasurer)
- Woody Jackson (Breitenbush Subbasin Representative)
- Kathy Bridges (At-Large Representative)

Absent: Jan Irene Miller (Lower North Santiam Representative, Recent Past President)

NSWC Staff Present: Rebecca McCoun, Executive Director

Technical Advisors: Brandin Hilbrandt (City of Salem)

NSWC Staff: Amanda Bintliff (Watershed Restoration Specialist), Marie Heuberger (Habitat Restoration Intern), Amy Borba (Watershed Technician)

**6:03 PM: Announcements** - None

**6:04 PM: Approval of July 2021 Minutes**

John made the motion to approve the NSWC July 2021 board minutes. Brent Stevenson made a second. All in favor and motion passed. The July 2021 minutes were adopted.

**6:15 PM: 2021-2022 NSWC Organizational Budget Proposal**

Rebecca presented to the board three documents. The proposed organizational budget for 2021-2022 and compared it to the budget to actual numbers from the 2020-2021 approved budget. See attached.

Rebecca discussed the changes made to the salaries with cost-of-living increase. She also noted we had grant to meet the anticipated need for the 2022-2023 fiscal year.

Rebecca also presented a table with all the existing NSWC open grants, grants in monitoring phase and grants housed with partners organizations.

Board discussed having a mid-year review of the budget (January or February 2022). If any new funding sources are added a revised proposed budget could be brought to the board for approval.

Kathy made a motion to approval the proposed 2021-2022 organizational budget. Brad made a second. Discussion followed. Suzette noted we should add 10% of all unrestricted funding to a new NSWC contingency fund. Kathy amended her motion to approve the budget and adopt the practice of setting aside 10% of any unrestricted funding to a new NSWC contingency fund. Suzette made the new motion. Kathy made a second. All in favor and the 2021-2022 budget passed.

Rebecca will create a new fiscal policy that includes the 10% of new unrestricted funds be placed in a NSWC Contingency Fund.

**6:40 PM: Equity, Diversity & Inclusion Homework Discussion**

Rebecca had sent out an EDI video link and an article for the board to watch and read. Discussion followed. Rebecca noted she will be sending out additional homework and the agenda for the upcoming September 15, 2021, facilitated EDI discussion with Maria Chavez-Haroldson which will be held via zoom.

**6:56 PM: Board Meeting Dates Discussion**

Suzette proposed we consider moving our meeting date given we have a board member who cannot regularly attend the 2<sup>nd</sup> Thursday of the month. Various ideas were floated. After discussion the group decided to move the September meeting to the third Tuesday of the month. Given the facilitated EDI training is scheduled for 9-15-21 the NSWC board meeting was moved to Tuesday, September 21 from 6 to 8pm.

Suzette also proposed not having a monthly Executive Committee meeting given everything covered during those meetings is also covered at the monthly board meeting. The group decided to have the Executive Committee meeting on an “as needed” bases.

**7:52 PM: Meeting Adjourned**

**Next NSWC Board Meeting:** Tuesday, September 21, 2021 (6 to 8pm)

Signature \_\_\_\_\_ Date \_\_\_\_\_