



CWC Annual Retreat Minutes

March 30th, 2019, 9am-3pm

Albany Regional Museum

Calapooia Watershed Council (CWC) held their 2019 Annual Board Retreat at the Albany Regional Museum on March 30th, 2019 beginning 9am.

Present at the retreat were the following members of the Board of Directors:

Nate Meehan	Matt Mellenthin	Jim Merzenich
Heather Medina Saucedo	Aimee Addison	Jim Wagner
George Pugh	Dee Swayze	Rick Jones

Absent from the meeting were the following members of the Board of Directors:

Mark Running John Joiner

Also present at the meeting were:

Collin McCandless, Executive Director
Cris Salazar, Restoration Projects Manager
Kristen Daly, Education Project Manager
Savannah Baber, Education Project Manager
Fiona Julian, Administrative Specialist

Collin McCandless presided over the meeting. Fiona Julian recorded the minutes.

AGENDA ITEM: Approval: Approval of February 2019 Minutes

Dee Swayze moved to approve the February 2019 minutes as presented, Jim Merzenich seconded the motion. The motion was approved 9:0

AGENDA ITEM: Elections: Matt Mellenthin, Mark Running, Nate Meehan, Heather Medina Saucedo, Jim Merzenich, Rick Jones, Jim Wagner.

Matt Mellenthin stated that the Board should hold a discussion in the near future to review the by-laws for Board Member Elections and a process to introduce any new candidates for members and officers.

George Pugh moved to name the Board Members present “Committee for the Whole” and to nominate all Board Members up for re-election. Dee Swayze seconded the motion. The motion was approved 9:0

AGENDA ITEM: April & May Board Meetings: Proposal to hold board meeting @ Camp Harlow on April 18th to visit ODS! May Board Meeting to discuss updates to strategic plan.

Collin proposed that the next board meeting be held at Camp Harlow during the Outdoor School sessions in either April or May, with an intention to support board member connections to our Education Programs and showcase this work. After a brief discussion of possible dates, it was decided that the May Board

Working Together for Watershed Health

Meeting would be held at Camp Harlow on May 2nd at 7-8pm. The April board meeting was decided to remain at the usual time of the second Wednesday of the month, April 10th at the Community Room in Brownsville City Hall. Agenda items mentioned for the April meeting included a review of the CWC Strategic Plan and the formation of a Fundraising Committee. The May 2nd board meeting was approved with a vote of 8:0 with Nate Meehan abstaining.

AGENDA ITEM: Decision: Form a Fundraising Committee

Collin presented a case for the development of a Fundraising Committee for the CWC. He explained that most of the grants we apply for do not allow for the provision of Project Management (PM) funds which are necessary to allow for the time and effort involved with this aspect of restoration and education projects.

Savannah explained that we do receive some limited funds for PM with certain grants but that it is insufficient to fund the work involved. Collin put forth a proposal that the committee would meet quarterly to coordinate planning efforts and made a general appeal for board volunteers. Collin explained that Patrick Starnes has expressed interest in helping with this committee and that he has strong connections and experience in fundraising for education as well as for other watershed councils. Aimee Addison shared that her organization does a lot of fundraising and that in her experience any expense incurred in the development of a committee or position for this purpose, promptly pays for itself. Matt Mellenthin as Board Co-Chair would automatically be a member of this committee. Jim Merzenich agreed that we need to improve in this area and offered to participate. Amiee also stated she was on board with this effort and shared that she has experienced a lot of positivity and feasibility for this area of work in Albany, and is interested in helping develop a plan and identify resources for PM funding. Heather Medina Saucedo offered to help during business hours and encouraged board and staff to attend Connect as they offer trainings for board members and fundraising. An example Heather offered was of a hospital that was awarded funds based on the evidence that outdoor experiences reduce mental health challenges. Collin stated he would send out a poll to board members to arrange the initial Fundraising Committee meeting.

AGENDA ITEM: Kristen's Diversity Equity & Inclusion Experience

Kristen provided a comprehensive presentation on this vital issue that is integral to the work and mission of the CWC (power point slides attached to these minutes.)

AGENDA ITEM: Discussion: Mid-Willamette Watershed Council Collaborative

Collin spoke about this relatively new collaborative that includes BEF, MMT and the following watershed councils: Luckiamute, North Santiam, Mary's River, South Santiam and Calapooia. Collin shared that the goals of this collaborative include bringing in a shared Stakeholder Engagement and Stewardship Coordinator to help improve collaboration between these organizations and create a pathway to building a more equity-oriented conservation sector in our region. The timeline presented begins April 2019 through January 2022 to work on these goals and efforts.

AGENDA ITEM: Discussion: Policies and Procedures

Collin explained that the CWC Policies and Procedures are outdated (2014) and several updates are needed. Collin stated that part of the CWC Strategic Plan includes reviewing the policies and procedures every two years. There was a brief discussion as to how these have been updated in the past and whether it is considered appropriate or necessary to form a focus group for this or if we can take this on during our regular board meetings. Collin also stated that the council has some unrestricted funds from MMT that could be utilized to bring in a consultant to review our policies and procedures also.

AGENDA ITEM: Discussion: Calapooia WC is 20 Years Old! Time to update the Logo?

The CWC is 20 years old this year and Collin raised the topic of needing to update the council logo for a variety of reasons (not least that there are two different invasive species on the current one.) The proposal was made to present this as a contest to area schools and colleges to submit their ideas to update our logo.

The group broke for lunch at 11:30am - 12:00pm before carpooling to Bowers Rock State Park to tour the site and hear all about the planned project work.

The retreat adjourned at 3pm.

READ AND APPROVED by the Board of Directors on _____, 2019.

_____Board Secretary