



**Calapooia Watershed Council**  
**Board of Directors Meeting Minutes**

The Calapooia Watershed Council held their regular monthly Board Meeting on *Wednesday, February 10th, 2021* via Zoom Teleconferencing.

The following members of the Board of Directors were present:

Aimee Addison	Matt Mellenthin	Nate Meehan	David Lawlor	Jim Wagner
John Joiner	Mark Running			

The following members were absent:

Dee Swayze	Jim Merzenich	Rick Jones
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The following were also in attendance:

Collin McCandless, Executive Director  
Fiona Julian, Operations Coordinator  
Kristen Daly, Youth Education Program Manager  
Cris Salazar, Habitat Restoration Program Manager  
Sarah Norton, Outdoor School Coordinator

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

**AGENDA ITEM: Approval of January Board Meeting Minutes**

David Lawlor made a motion to approve the January 2021 Board Meeting minutes. Aimee Addison seconded the motion. The motion passed 6:0. Nate Meehan abstained from voting due to not being in attendance at the January meeting.

## AGENDA ITEM: **Financials**

Fiona presented the Profit and Loss, Balance Sheet, plus Budget vs. Actuals financial reports.

Aimee asked if the PPP funding was included as revenue in the previous fiscal year. Fiona explained the PPP Loan was recorded as a liability in the previous fiscal year, and recorded as revenue in the current fiscal year as the loan was forgiven in the 20-21 fiscal year.

Aimee asked if the PPP funds were available to hire a Development Director. Fiona explained that the PPP funds were applied against staff PM time charged to grants during the qualifying period (effectively extending the amount of grant PM funding.) Aimee stated she would have continued to charge PM to grants normally, and instead would have left the PPP loan monies in Unrestricted Income to allow for some flexibility. Fiona explained that she was not aware the funds could have been implemented in this manner, and that she didn't receive any additional guidance around how to utilize the funding and therefore applied it as previously described.

Aimee queried the listing of Temp Restricted Net Assets on the Balance Sheet, and if this was additional funding available for use. Fiona stated she did not know what the listing referred to, and explained that she does not make any records in this category. Aimee explained that these entries are made once a year by the CPA but that it was a priority to find out what or where those funds were. David stated that it was critical to determine if these assets existed. Collin and Fiona both stated that the temp restricted assets in the report were not additional funds or assets. Fiona stated she would follow up with our CPA to inquire. Aimee said that Fiona needed to do some homework on equity, and that we needed to have an accountant review our accounts. Aimee also stated that a full audit of the accounts would need to be completed this year. Collin stated he would set up a Management Committee meeting to discuss the situation further. Aimee moved to approve the financial statements. David seconded the motion. The motion passed 7:0.

## AGENDA ITEM: **Program Updates**

RESTORATION- Cris informed everyone that most of the winter restoration work involves reporting, and prepping for the Spring plantings, which involves grant applications as well as planting logistics. Cris explained that he will be planting 20,000 plants on approximately 30 acres of land encompassing four projects; Tub Run (Phase I & II), Marble Ranch and Truax Island. Cris shared that existing plants at those project sites were doing well, and plans to complete the new plantings over the next two weeks, discussing logistics with high river flow. Cris shared that he is applying for some newer grants which can help diversify restoration revenue. Cris continued that his initial asks will be modest but that there is the potential for grants upto \$50k. Cris then shared that he has been working on temperature monitoring, and winter steelhead reporting which includes mapping the project sites and reviewing the differences between previous years. Cris offered to share this data once it was ready for presentation. Collin informed the board that Cris had also obtained landowner agreements with virtually all the different landowners around the Oxbows site which he explained was no small feat. Collin continued that Cris will be submitting a pre-application (that was previously delayed due to the pandemic) in the spring for a grant of \$420k for this project. David acknowledged and commended Cris' work.

EDUCATION - Sarah announced that GAPS has established an ODS plan with CWC to begin early April, transitioning to a hybrid learning model in May. Sarah explained that herself and Kristen met with Central Linn SD and the sixth grade teachers last week who shared their requests for ODS programming. Sarah explained that she was currently working on providing a variety of different program options for them to review, and that part of the challenge is the range of participation preferred by the teachers.

## **Other**

Collin announced that Nate Meehan will be leaving the CWC board next month due to taking a new tree farm job on the coastal range. Nate explained Weyerhaeuser is interested in keeping an employee on the CWC board and that Peter James, who has been a hydrologist with the Weyerhaeuser for over twenty years collecting stream data on the Calapooia, had expressed his interest in taking over the board position. Nate continued that Peter would be his ultimate pick for a replacement and that he couldn't think of anyone better to join the board. Nate explained that they all hoped to meet shortly, but that Peter was currently very busy with fire salvage efforts after the summer wildfires. David thanked Nate for finding a potential replacement, and Aimee stated that Nate would be missed. Collin explained that himself and Cris had worked remotely with Peter in the past and were impressed with his knowledge. Aimee asked what the protocol is when a board member leaves mid-year, so that Nate had some direction and filling the position isn't dragged out. Collin directed the Board to review the By-Laws regarding Board Nominations and explained that Peter wants to do a Meet and Greet. Mark and others stated he would like to visit and ask questions, then the board would meet to discuss. Collin stated he would email the By-Laws to the board, and that they were available on the Board Google Drive and website.

Collin raised the topic of the annual retreat and explained that he had discussed with a contact at OWEB to find out what other watershed councils were doing to achieve this requirement. Collin then explained that it was suggested to hold a short virtual meeting to attend to Election votes, and then postpone a longer meeting for when pandemic conditions improve.

Nate stated that he would continue to remain interested in the work of the CWC, and that he would likely be around now and again. The board and staff thanked Nate again for his service to the CWC.

**The meeting was adjourned at 6pm.**

**READ AND APPROVED on behalf of the Board of Directors:**

\_\_\_\_\_, \_\_\_\_\_ **Date** \_\_\_\_\_