

AGENDA
Hood River Watershed Group Board of Directors
12:00 – 2:00 pm, August 30, 2022

- I. July meeting minutes (approved via email 8-8-22)
- II. Financials (just an update this month)
 - a. Credits (actual): \$29,090 (Jubitz funds), \$6,700 (Pfreim)
 - b. Debits: \$2,218.50 (Grass seed for Neal Cr.), \$62.74 (checks)
 - c. Pending credits: MFID \$8,000, EFID \$8,000, Pacific Power BlueSky Habitat Fund \$15,000 (Tony Cr. Fish Passage first half), SWCD for 1. Unused leave from Alix & Cindy (exact amount TBD and will be saved as a liability), 2. Donations received in past 2 years (\$550), 3. Remaining half of 2022 FID support (\$2,000), 4. BEF tree credits (\$2,000), 5. Partial refund on SWCD liability insurance (\$244.50)
- III. Organizational updates (see following page)- any questions?
- IV. Recording in the minutes the names of board members who moved and seconded motions (yes or no?)
- V. Tony Creek Fish Passage design contract
 - a. Summary of two proposals
 - b. Approve contract template & decide how to proceed with approval of selected contractor
- VI. Clarification of board position terms & formation of board development committee
 - a. January– December 2023: All current board members serve until end of 2023
 - b. Announce formation of board development committee- recruit 4 – 5 new board members and approve at December board meeting (these board members would start a two-year term in January 2023)
- VII. Board development and transparency policies (review and approve)
- VIII. Interim employment policies- adhere to SWCD policies and employment terms until HRWG adopts its own; goal is to finalize a comprehensive set of our own policies by November of this year
- IX. Budget for annual celebration at Pfriem
- X. Staff updates
- XI. Director updates
- XII. Upcoming funding opportunities & potential applications
 - a. OWEB drought relief (Sept. 30)- EFID sublateral piping & telemetry
 - b. OWEB restoration (Oct. 31)- Tony Cr fish passage implementation (definite)
 - c. OWEB technical assistance (Oct. 31)-Baldwin Cr restoration feasibility study?
 - d. OWEB monitoring (Oct. 31) Partnership FIP monitoring plan development?
 - e. OWRD feasibility studies (Nov.) EFID sediment settling feasibility study to match BOR award
- XIII. Upcoming tours, meetings, events
 - a. September 20: Neal Creek Phase 2 project tour, 5:30 to 7:30
 - b. September 27: Board meeting, 4:00 to 6:00? (this will include our 2nd board training)
 - c. October 25: Board meeting, 4:00 to 6:00?
 - d. October 26: Annual Celebration at Pfriem!

Organizational updates

- 501(c)(3) incorporation updates: Oregon Department of Justice charitable organization registration not complete, application to IRS for 501(c)(3) in-progress
- Received BIN registration from Oregon Department of Treasury
- Opened U.S. Bank account- have checks and credit card with \$5,000 limit
- Registered with SAM.gov
- QBO chart of accounts is set-up
- ACH direct deposit authorization pending (necessary to transfer OWEB grants)
- Cooperative Agreement with SWCD signed
- Office sub-sublease agreement under review by OSU
- Insurance coverages: Director's & Officers (\$1,081), Commercial General (\$1,596), Workers Compensation (\$660.78) will be effective September 1st -See attached summary
- Employment start-up: ADP is payroll company effective September 1st, Retirement plan- Charles Schwab Simple IRA, Remaining leave (i.e., unused vacation & compensation) paid to HRWG