

MINUTES OF THE BOARD OF DIRECTORS OF HOOD RIVER WATERSHED GROUP

The Board of Directors met on November 22, 2022.

The meeting was held at the OSU Extension Center Conference Room.

The meeting was called by the Board of Directors.

The notice for the meeting was given more than two days in advance by phone or in person or more than seven days in advance in writing and mailed by first class mail.

The directors present for the meeting were Chuck Gehling, Chuti Fiedler (via zoom), Les Perkins (via zoom), Sam Doak, Greg Short, and Ryan Gerstenberger.

The other persons present at the meeting were Cindy Thieman, Executive Director, and Alix Daniels, Restoration and Outreach Project Manager of the Hood River Watershed Group, and Lilian Dick from the Confederated Tribes of the Warm Springs.

A quorum was present because all six directors on the Board were present at this meeting.

Chuck Gehling, Board Chair, called the meeting to order at 4:06 pm.

- I. Review and adopt October board meeting minutes
 - a. Greg moved, Ryan seconded, and the board resolved to adopt the October meeting minutes.
 - b. Additions to the November agenda: Sam Doak suggested reviewing compensation for the Executive Director. Cindy noted that she planned to review the Project Manager compensation with the 2023 budget process. The board agreed to develop a committee to review ED compensation over a three-month period. Cindy will include the topic as a December board agenda item.
- II. Financials
 - a. Review and approve expenses
 - i. Cindy and Les, the Board Treasurer, reviewed the check detail and credit statement prior to the board meeting. Cindy shared print outs of the check detail and credit statement with board members present at the meeting.
 - ii. The board agreed that including additional information about the check detail would be helpful, and that sharing the check detail and credit statement with the full board prior to the board meeting would be helpful.
 - iii. Ryan moved, Les seconded, and the board resolved to approve the expenses through November 21st, as presented in the check and credit card detail.
 - b. Annual Celebration
 - i. Cindy shared a financial overview of the celebration, with a net of \$273 (does not include staff time). Greg noted that he thought the event went better than he thought it would but the venue was not big enough and it was difficult to socialize. Sam felt that attendees would have been willing to pay more. Chuck felt

that for the first pay-to-attend event, he was glad to have subsidized the cost. Chuti agreed that it was a great event, and suggested raffles or other fundraising options in the future.

c. 2023 Budget

- i. Cindy asked if anyone was interested in helping her prepare the 2023 budget. Les, Chuck, and Sam agreed to help in December.
- ii. Ryan asked about the reserves from the shared SWCD/HRWG account. Cindy explained that there has been no further progress and all the funds remain with the SWCD. Chuck shared that having been involved with HRWG and SWCD from the beginning, he knows where the reserve funds have come from and what they were intended for. Because it is the SWCD board's decision, he plans to talk to Brian Nakamura about a process for pursuing a fair split of these funds (formal request to the board, etc.). The board agreed this would be a good plan.

III. Draft Employee Handbook

- a. Cindy has started a draft of an Employee Handbook using the ADP wizard program that populates all the necessary legal details.
- b. Cindy suggested sharing a draft of the handbook a week prior to the December board meeting for review. The board agreed to this process.

IV. Tony Creek Fish Passage Project - RFP for Cultural Resource Assessment

- a. Alix gave an overview of the RFP that was sent to three archeological contractors on 11/21. The closing date is December 9th at 5:00pm, and the date for completion of the survey and final report is February 15th (weather and permitting dependent). The board received the RFP to review prior to the board meeting.

V. Reflection/Thoughts

- a. Alix gave a review of the Indian Creek Work Party on November 19th. A group of about 20+ volunteers, including members of the high school Earth Action Club, participated and it was a great day of partnership (with HRVPR) and progress. There are plans to continue annual Indian Creek work parties going forward. Cindy noted that in light of the success of the event, she is interested in adjusting insurance coverage to include youth coverage. The board agreed that this was necessary.
- b. 2023 Board Attribute Matrix – the board reviewed the draft matrix (Felipe has been sick so his column needs to be updated), discussed the categories and markings, and made adjustments as necessary.

Additional attendees arrived over the course of the next half hour: Larry Teeter, Gary Asbridge, Heather Hendrixson, Lindsay Powell, Megan Saunders, Hilary Doulos, Brian Nakamura, Steve and Jacquie Pribyl, Jim Brick, and Dan Pierce.

VI. Board Development Committee

- a. Committee process and invitation for comments – Gary Asbridge gave an overview of the board development process. Gary, Cindy, Chuck, Greg, and Megan are the members of the Board Development Committee, with Gary as Chair. The committee is charged with developing a list of candidates for the board, meeting and vetting potential candidates, presenting recommended candidates to the Watershed Group, and making a formal recommendation to the board.
- b. The committee has met four times, beginning with developing and refining a list of candidates based on affiliation, skill set, and familiarity with the Watershed Group. The committee ended up with a list of four interested candidates and interviewed each candidate individually.
- c. The committee introduced each candidate to the attendees present at the meeting. Gary introduced Hilary Doulos from ODFW, Chuck introduced Lilian Dick from the Confederated Tribes of Warm Springs, Megan introduced Alexis Vaivoda from Farmers Conservation Alliance, and Greg introduced Felipe Mendez from Onsite Irrigation.
- d. There are currently six members of the board; Ryan Gerstenberger will be stepping off the board at the end of this year and Chuck Gehling's term will end at the end of 2022. Chuck offered to renew for another two-year term.
- e. The board will vote on the one renewing and four new board candidates at the December 13th board meeting. If anyone has any questions or concerns prior to the meeting, they can email Gary at gmbridge@gmail.com.
- f. Chuck shared that he is grateful to Gary and Megan for participating in the board development committee.

VII. Project Updates

- a. Tony Cr. Fish Passage Project – Alix provided an overview of the project and gave an update on the design process. The project stakeholders recently completed an alternatives analysis and submitted the 15% design to BPA for HIP review. Alix also submitted a \$245,000 OWEB grant for the implementation of the project in 2023.
- b. OWEB grant application for watershed monitoring plan development – Cindy submitted an OWEB grant to develop a basin-wide monitoring plan for ~\$40,000.
- c. East Fork Irrigation District OWRD feasibility study for sediment removal – Cindy helped EFID develop a grant for technical assistance for sediment removal options, including a regulating reservoir (EFID was the applicant).

VIII. Director, Partner, & Other Member Updates

- a. Ryan Gerstenberger shared that he recently started a new job working with the Yakama Nation on the Klickitat River, after 16 years working with the Confederated Tribes of the Warm Springs.
- b. Greg Short shared that coho fishing was good this fall, and that he has moved into the cherry world from the pear world in the past year.
- c. Les Perkins shared that Megan and the FID crew have been working on building the second wetland up at the Kingsley Reservoir. FID is also working on an OWRD sediment management grant for 2023.

- d. Chuck Gehling shared that the Indian Creek Work Party was a great turnout, and that he has been working with HRVPR on building new Indian Creek trail.
- e. Heather Hendrixson shared that the SWCD has received funding to conduct an irrigation upgrades assessment in the watershed. The native plant sale online ordering will open on December 1st. ODA has ag water quality plans that are updated annually. The annual meeting will be on January 4th and Heather encourages people to join. There will be another air blast pesticide calibration workshop in March.
- f. Megan Saunders shared that FID has been approved for irrigation upgrade funding through NRCS. Spread the word that this funding will become available soon.
- g. Lindsay Powell shared that ODFW has been collecting video weir data and they hope to have an update in early 2023 to share. Adult trapping in the basin will restart at Moving Falls in 2023, in partnership with CTWS.

Next Board Meeting: December 13, 4:00 to 6:00

Organizational updates

- 501(c)(3) incorporation updates: IRS application was submitted October 31st; Received confirmation of charitable organization registration from Oregon Department of Justice
- Opened Stripe account and added donate page to website
- Developed donor database & tax-deductible donation letter template
- New Mailchimp account

There being no further business, the meeting was adjourned at 6:15 pm.

Signature of Secretary  Date: 01/11/2023
Sam Doak