

Meeting

**Monthly Illinois Valley Watershed Council Meeting
Thursday March 14, 2024 5:00 pm
IV Stream-Team headquarters- 331 E Cottage Park Dr Suite 1b
Cave Junction OR 97523**

Illinois Valley Watershed Council is inviting you to a scheduled Zoom meeting.

Topic: Illinois Valley Watershed Council Monthly Meeting

Time: 5:00 pm Thursday, March 4, 2024

Join Zoom Meeting

<https://us06web.zoom.us/j/4738236869?pwd=Z1ZxVlkyYUtWUkprMVVLL3BwdzdoZz09>

Meeting ID: 473 823 6869

Passcode: SaveFish

One tap mobile

+12532158782,,4738236869#,,,,*76632288# US (Tacoma)

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Dial by your location

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+1 346 248 7799 US (Houston)

+1 669 444 9171 US

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+1 719 359 4580 US

+1 253 205 0468 US

+1 646 931 3860 US

+1 689 278 1000 US

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

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+1 564 217 2000 US

Meeting ID: 473 823 6869

Passcode: 76632288

Find your local number: <https://us06web.zoom.us/j/kq9KOESEz>



Illinois Valley Watershed Council
331 E Cottage Park Suite 1B - P.O. Box 352
Cave Junction, OR 97523
Phone: 541-592-3731

Monthly Council Meeting Agenda

March 14, 2024

- I. 5:00 PM: Call to Order**
- II. 5:02 PM: Acceptance of Minutes**
- III. 5:05 PM: Acceptance of Financial Reports**
- IV. Committee Reports**
 - a. Programs and projects- *no report required.*
 - b. Budget- *no report required.*
 - c. Human Resources
 - d. Organizational Development
 - e. Policy
- V. 5:25 PM: Old Business**
 - a. Treasurer replacement?
 - b. Conflict of Interest Policy
 - c. Tabled proposals
- VI. 5:50 PM: New Business**
 - a. The Big Picture
- VII. 6:00 Strategic Plan Check-In**
 - a. Review of actions completed.
- VIII. 6:15 PM: Council Updates & Staff Reports**
 - a. Kevin report
 - b. Arlyse report
- IX. 6:30 PM Partnering Agency Reports**
 - a. Illinois Valley SWCD
 - b. Others
- X. 6:45 PM: Public Comments (Relating to this agenda or IVWC Operations)**
- XI. 7:00 PM: Adjournment**

Meeting Minutes

Meeting Called to Order February 15, 2024 by Katrina Poydack, Chair at 5:04 pm.

ATTENDEES

ZOOM ATTENDEES

ABSENTEES

Carol Crawford	John Bellville (IVSWCD)	Gene Merrill
Janice Denney		
Katrina Poydack		
Patty Downing		
Bob Schmidt		
Don Young		
James Gurley		
Kevin O'Brien (staff)		
Arlyse DeLoyola (staff)		

SCRIBE

Notes were taken by: Arlyse DeLoyola

- **Minutes:** The minutes of the January 2024 meeting were presented to the council for review.
 - o **Carol Crawford made a motion to approve the minutes.**
 - o **Don Young seconded that motion.**
 - o **The minutes were approved without dissent.**

- **Financials:** The Financial Reports for January 2024 were presented to the Council for review.
 - o **Janice Denney made a motion to accept the financial reports.**
 - o **Carol Crawford seconded that motion.**
 - o **The motion was approved without dissent.**

COMMITTEE REPORTS

- o **Committee I.D.**

A written report was reviewed and committees named. Criteria for composition of Committees: Minimum of three persons, at least one director other than executive director, at least one member of staff, remaining seats may be filled by public, board or staff. One member serves as committee chair and will report at monthly meetings.
- o **Carol Crawford moved to approve the recommendations for committees and structure.**
- o **Jim Gurley seconded the motion.**
- o **The motion passed without dissent.**

Committees with no report (have not met) at this meeting include:

 - o Programs and Projects
Members: Kevin, Arlyse, Carol, Janice (Bob Schmidt was added post-meeting)
 - o Organizational Development
Members: Kevin, Arlyse, Patty, Janice
 - o Water Quality- discussion was held but no action taken.

COMMITTEE REPORTS - continued

○ **Budget**

The committee met January 11 (prior to Committee I.D. determining focus of committee) and recommends a 3.4 % Cost-of-Living adjustment to staff wages.

Members Don Young, Katrina Poydack and Bob Webb were present.

- **Don Young made a motion to accept the recommendation of the Budget Committee for a 3.4% Cost-of-Living increase for staff.**
- **Patty Downing seconded the motion.**
- **The motion passed unanimously.**

○ **Human Resources**

The committee met January 11th and January 30th.

Goals of the committee are to determine which parts of Kevin's job could be given to future staff positions, and how those positions would be funded. The committee agreed that we should have 25-30 thousand available before hiring an Engagement Coordinator.

Other funding sources were discussed and investigated. Next meeting is Tuesday, February 20 at 2:00pm.

○ **Policy**

The Committee met February 13, Patty Downing reported. Members are Patty, Kevin and Arlyse. They reviewed current policies and researched potential necessary policies. They prioritized the needed policies and determined that the first new policy needed is Diversity, Equity and Inclusion (DEI). They are currently researching other organizations' DEI policies and will craft one after reviewing them. Patty reported that the committee had made small changes to the current Conflict-Of-Interest policy and presented it to the board for review and action at the March meeting. Other policies determined to be necessary are:

Signature Authority, Ethics (Board roles and responsibilities), Sustainability, Email, Records retention and destruction, Fundraising and acceptance, Whistle-Blower, Budgeting, Decision-making, Contracted services, Harassment, Programs/projects, Social media. The next meeting will be February 27th at 2:00pm.

OLD BUSINESS

○ **QuickBooks Issue**

Arlyse presented some pricing from Tech Soup for QuickBooks Online. She proposed no action at this time but noted that we would need a decision by July. She will continue to research options. Jim Gurley has been helping.

○ **NEW BUSINESS**

○ **The Big Picture**

An article tabled to next meeting.

- **Proposals by Patty Downing**

Patty asked the board to table the first two proposals listed in the packet and reviewed her third proposal. Discussion and review failed to produce a motion.

- Executive Director Spending Authority

Kevin asked the board to consider approval of an amount of spending authority in order to meet the needs of the Council.

- Don Young made a motion to approve \$500 spending authority to the Executive Director (non-probationary) with notification to the Chair and Office manager within 48 hours.
- Patty Downing seconded the motion.
- The motion carried.
- Let's talk website

Kevin explained that in order to get the most from our new fundraising platform we should hire someone to help with marketing.

- Patty Downing made a motion to authorize up to \$2000 of unrestricted funds to be used for this purpose.
- Carol Crawford seconded the motion.
- Discussion was held regarding options.
- The motion passed without dissent.

CONTINUING

Strategic Plan Check-In:

A review of actions was conducted. Committees are meeting. Progress is being made.

- **Staff and partnering agency reports:**

- Kevin reviewed his written report. He reported that the initial recommendations for funding were received on the east Fork and Crooks Creek projects. Both were recommended for funding but Crooks Creek is higher on the list with East Fork coming in last on the list. He explained how the funding is distributed and that likelihood of both making the funding line was not good.
- Arlyse had nothing to add to her written report.

- **Partnering Agencies:**

John Bellville reviewed the IVSWCD's recent activities.

- **Public Comment**

There were no public comments.

NEXT MEETING

The next monthly meeting is to be held at 5:00 pm on **March 14th, 2024**.

ADJOURNMENT

Meeting Adjourned by Katrina Poydack, Chair, at 7:20 PM.

Approved Minutes: Signature _____ **Date** _____

Illinois Valley Watershed Council

3/7/2024 11:29 AM

Register: Checking Account

From 02/01/2024 through 02/29/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/04/2024	1071	Cardmember Services	Umpqua Bank CC IV...		1,810.41			72,405.74
02/06/2024			Grants Received:Found...	Deposit RBP/RLF 2023		X	986.37	73,392.11
02/06/2024	1060	Pacific Office Autom...	Accounts Payable		62.03	X		73,330.08
02/07/2024			Grants Received:Found...	Deposit indirect RBP/RLF 2023		X	21.91	73,351.99
02/07/2024	x1	ivwc Indirect	Contracted Services:Gr...		21.91	X		73,330.08
02/09/2024			Undeposited Funds	Deposit for IVCMMFF wages		X	3,492.00	76,822.08
02/12/2024	ACH	Cardinal-Employee ...	Accounts Payable		2,739.75	X		74,082.33
02/12/2024	ACH	Cardinal-Tax Impound	Accounts Payable		1,295.71	X		72,786.62
02/12/2024	ACH	Cardinal Business Se...	Accounts Payable	Payroll fee	50.00	X		72,736.62
02/12/2024	1061	Corporation Division	Accounts Payable		50.00	X		72,686.62
02/12/2024	1062	Amazon Business	Accounts Payable	VOID:		X		72,686.62
02/12/2024	1063	Amazon Business	Accounts Payable		359.95	X		72,326.67
02/14/2024	ach	Slavic 401K Fund	Accounts Payable		673.40	X		71,653.27
02/15/2024	1064	IV DATA CENTER	Accounts Payable		21.25	X		71,632.02
02/15/2024	1065	Staples Advantage	Accounts Payable		35.11	X		71,596.91
02/15/2024			IVWC PayPal	Funds Transfer empty old acct.		X	407.84	72,004.75
02/20/2024	1066	US Cellular	Accounts Payable		85.64	X		71,919.11
02/20/2024	1067	IV DATA CENTER	Accounts Payable		450.00	X		71,469.11
02/20/2024	1068	A+ Storage	Accounts Payable		102.00			71,367.11
02/21/2024	1069	Staples Advantage	Accounts Payable		18.94	X		71,348.17
02/22/2024	1070	Great American Insur...	Accounts Payable	051053893 storage add	34.00			71,314.17
02/23/2024	ACH	Cardinal-Employee ...	Accounts Payable		2,618.10	X		68,696.07
02/23/2024	ACH	Cardinal-Tax Impound	Accounts Payable		1,207.37	X		67,488.70
02/23/2024	ACH	Cardinal Business Se...	Accounts Payable	Payroll fee	50.00	X		67,438.70
02/28/2024	ach	Slavic 401K Fund	Accounts Payable	Retirement	638.46	X		66,800.24
02/29/2024			IVWC PayPal	Funds Transfer			0.23	66,800.47

test new
paypal
account- will
be withdrawn
in March

Illinois Valley Watershed Council
Profit & Loss
 February 2024

	Feb 24
Ordinary Income/Expense	
Income	
Fee For Service	3,492.00
Grants Received	
Foundation Grants	1,008.28
Total Grants Received	1,008.28
Total Income	4,500.28
Gross Profit	4,500.28
Expense	
Contracted Services	
Grant Administration	21.91
Total Contracted Services	21.91
Corporation Fees- OR Non-Profit	50.00
Fundraising Expense	299.00
Insurance	
General Liability Insurance	34.00
Total Insurance	34.00
Other	
Copier Lease	62.03
Dues & Subscriptions	75.00
Food & Water	126.35
Internet Services	21.25
Payroll Fees	100.00
Rent Expense	552.00
Telephone	85.64
Total Other	1,022.27
Salaries & Wages	
401K Automatic Contribution	381.52
Employee Contributed 401K	0.00
Employer Matching Funds 401K	381.52
Employer Paid Payroll Taxes	779.43
Tax Withholding- Employee	0.00
Salaries & Wages - Other	7,630.32
Total Salaries & Wages	9,172.79
Supplies & Materials	430.99
Training and Associated Travel	
Lodging	327.64
Per Diem	13.58
Training and Associated Travel - Other	998.76
Total Training and Associated Travel	1,339.98
Total Expense	12,370.94
Net Ordinary Income	-7,870.66
Net Income	-7,870.66

Illinois Valley Watershed Council
Profit & Loss
 July 2023 through February 2024

	Jul '23 - Feb 24
Ordinary Income/Expense	
Income	
Contributions Received	
Contributions - Unrestricted	575.63
Total Contributions Received	575.63
Fee For Service	3,492.00
Grants Received	
Foundation Grants	1,008.28
Government Grants	52,073.30
Grants Received - Other	23,233.00
Total Grants Received	76,314.58
Total Income	80,382.21
Gross Profit	80,382.21
Expense	
Contracted Services	
Grant Administration	21.91
Contracted Services - Other	3,213.46
Total Contracted Services	3,235.37
Corporation Fees- OR Non-Profit	50.00
Fundraising Expense	299.00
Insurance	
Executive Protection & EPL	1,249.75
General Liability Insurance	2,483.00
Total Insurance	3,732.75
Other	
Bank Fees	14.74
Copier Lease	627.37
Dues & Subscriptions	664.00
Food & Water	389.51
Internet Services	259.00
Payroll Fees	843.00
PO Box Rent	113.00
Rent Expense	4,293.50
Software	2,183.70
Telephone	628.25
Total Other	10,016.07
Project Expenses	
Travel - Mileage	387.77
Total Project Expenses	387.77
Salaries & Wages	
401K Automatic Contribution	2,898.83
Employee Contributed 401K	491.28
Employer Matching Funds 401K	3,012.71
Employer Paid Payroll Taxes	5,667.56
Tax Withholding- Employee	1,968.45
Workers Comp Insurance	219.40
Salaries & Wages - Other	57,908.98
Total Salaries & Wages	72,167.21

Illinois Valley Watershed Council
Profit & Loss
July 2023 through February 2024

	<u>Jul '23 - Feb 24</u>
Supplies & Materials	
Postage, Mailing Service	5.08
Supplies & Materials - Other	6,076.17
Total Supplies & Materials	6,081.25
Taxes	90.00
Training and Associated Travel	
Lodging	496.08
Per Diem	13.58
Training and Associated Travel - Other	3,097.10
Total Training and Associated Travel	3,606.76
Total Expense	99,666.18
Net Ordinary Income	-19,283.97
Other Income/Expense	
Other Income	
Refunds	249.75
Total Other Income	249.75
Net Other Income	249.75
Net Income	-19,034.22

Illinois Valley Watershed Council
Balance Sheet
As of February 29, 2024

	<u>Feb 29, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	66,800.47
IVWC PayPal	-0.23
Total Checking/Savings	<u>66,800.24</u>
Total Current Assets	<u>66,800.24</u>
TOTAL ASSETS	<u>66,800.24</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Umpqua Bank CC IVWC	50.00
Total Credit Cards	<u>50.00</u>
Total Current Liabilities	<u>50.00</u>
Total Liabilities	50.00
Equity	
Unrestricted Net Assets	85,784.46
Net Income	-19,034.22
Total Equity	<u>66,750.24</u>
TOTAL LIABILITIES & EQUITY	<u>66,800.24</u>

BEFORE THE BOARD OF DIRECTORS FOR
ILLINOIS VALLEY WATERSHED COUNCIL
JOSEPHINE COUNTY, OREGON

In the Matter of Adopting)
A Conflict-of-Interest Policy) RESOLUTION 2024 - 01

WHEREAS, the Illinois Valley Watershed Council Board of Directors FINDS:

1. A conflict-of-interest arises when a director of the Illinois Valley Watershed Council who is in a position of authority may benefit personally from a decision they could make.
2. It is in the best interests of the Illinois Valley Watershed Council to adopt a Conflict-of-Interest Policy.

NOW, THEREFORE, the Illinois Valley Watershed Council Board of Directors RESOLVES:

1. To adopt the attached Conflict-of-Interest Policy, marked as EXHIBIT A, as the conflict of interest policy of the Illinois Valley Watershed Council.

APPROVED AND ADOPTED at: monthly meeting on March 14, 2024

Katrina Poydack
Council Chair

Patricia Downing
Secretary

ILLINOIS VALLEY WATERSHED COUNCIL

RESOLUTION 2024 - 01

EXHIBIT A~ CONFLICT OF INTEREST POLICY

Section I. Purpose of Conflict-of-Interest Policy

The purpose of the conflict-of-interest policy is to protect the Illinois Valley Watershed Council's (hereinafter called the Council) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Council, or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Section II. Definitions

A. Interested Person

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

8. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

1. An ownership or investment in any entity with which the Council has a transaction or arrangement,
2. A compensation arrangement with the Council or with any entity or individual with which the Council has a transaction or arrangement, or
3. A potential ownership or investment interest in, or compensation arrangement with which the Council is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not substantial.

A financial interest is not necessarily a conflict of interest. Under Section III Paragraph B, a person who has a financial interest may have a conflict of interest only if the governing board or committee decides that a conflict of interest exists.

Section III. Conflict-of-Interest Avoidance Procedures

A. Duty to Disclose

In connection with any actual or possible conflict-of-interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and member of committees with governing board delegated powers considering the proposed transaction or arrangement.

8. Determining Whether a Conflict-of-Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, they shall leave the governing board or committee meeting while the determination of a conflict-of-interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict-of-interest exists.

C. Procedures for Addressing the Conflict-of-Interest

1. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, they shall leave the meeting during the discussion of and the vote on, the transaction or arrangement involving the possible conflict-of-interest.
2. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
3. After exercising due diligence, the governing board or committee shall determine whether the Council can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest,

4. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict-of-interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Council's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

D. Violations of the Conflict-of-Interest Policy

1. If the governing board or committee has reasonable cause to believe an interested person has failed to disclose an actual or possible conflict-of-interest, it shall inform the interested party of the basis for such belief and afford the interested party an opportunity to explain the alleged failure to disclose.

2. If after hearing the interested party's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the interested party has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary or corrective action.

Section IV. Records of Board and Board Committee Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

1. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with and actual or possible conflict of interest, the nature of the conflict of interest, any action taken to determine whether a conflict-of-interest was present, and the governing board's decision as to whether a conflict of in fact actually existed.

2. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of this discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Section V. Compensation Approval Policies

1. A voting director of the Council who receives compensation, directly or indirectly, from the Council for services is precluded from voting on matters to that member's compensation.

2. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Council for services is precluded from voting on matters pertaining to that member's compensation.

3. A voting director of the Council or any committee member whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Council, either individually or collectively, is not prohibited from providing information regarding compensation but is prohibited from deliberations regarding said compensation.

4. When approving compensation for directors, officers, employees, and any other compensation contract, agreement or arrangement, the board or duly constituted compensation committee of the board shall also comply with the following:

a. The terms of compensation shall be approved by the Council prior to the first payment of compensation;

b. Directors or members of a duly authorized compensation committee who approve compensation arrangements must not have a conflict-of-interest with respect to the compensation arrangement;

c. is not a person subject to the compensation arrangement, or a family member of such person;

d. is not in an employment relationship subject to the direction and control of the person who is the subject of the compensation arrangement;

e. does not receive compensation or other payment subject to the direction or control of the person who is the subject of the compensation arrangement;

f. has no material or financial interest affected by the compensation arrangement; or

g. does not approve a transaction providing economic benefits to the person who is the subject of the compensation arrangement, who in turn has approved or will approve a transaction providing benefits to the board or committee member.

5. The Council or compensation committee shall obtain and rely upon appropriate data as to comparability prior to approving the terms of compensation. Appropriate data may include the following:

a. Compensation levels paid by similar organizations, both taxable and nontaxable for functionally comparable positions;

b. availability of similar services in the geographic area; or

c. surveys compiled by independent firms.

6. The terms of compensation and basis for approval shall be recorded in the written minutes of the Council or compensation committee that approved the compensation. Such documentation shall include:

a. the terms and date approved;

b. the names of directors or compensation committee who were present and votes cast;

c. comparability and geographical data (if used), source, and how it was used to make the determination;

d. actions taken to ensure no conflict-of-interest existed;

e. minutes of the meetings where compensation arrangements are approved must be accurate and complete.

Section VI. Annual Statements

Each director, principal officer, and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

a. Has received a copy of the conflict-of-interest policy;

b. Has read and understands the policy;

c. Has agreed to comply with the policy;

d. Understands the Council is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Section VII. Periodic Reviews

To ensure the Council operates in a manner consistent with charitable purpose and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall at a minimum, include the following subjects:

a. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.

b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Council's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further the charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Section VIII. Use of Outside Experts

When conducting the periodic reviews as provided in Article VII, the Council may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Council of ensuring periodic reviews are conducted.



March, 2024 Staff Report of the IVWC Watershed Coordinator

(03/05/2024)

Crooks Creek Project: Recommended for funding by OWEB's Regional Review Team (RRT), it ranked #6 of 11. Still no word until later this month regarding the evaluation comments by the RRT. My sense is that it ranked high enough to be funded, but we won't know for sure until later this month.

Strategic Plan: We are continuing to move forward with our Committee work and are on schedule with things so far.

Restoration Partnership Initiative/Strategic Alliance with Josephine County: Nothing new to report here from this side... we are awaiting a proposal and quote from a potential service provider John and I met with last month before moving forward with development of the assessment and restoration guide.

Water Quality Monitoring Program:

Awaiting notification from ODFW regarding the grant that was submitted under the new Private Forest Accord initiative. John recently heard they intend to announce funding decisions by 3/15/2024, so there's an outside chance we will know by our meeting time for me to report to you in person. We are aware that initiative received a lot of applications and is one of an extremely competitive group of proposals to be decided on. John and I are meeting with OWEB Monitoring Program Manager Ken Fetcho and our own Regional Rep Mark Grenbemer on 3/6/2024 about potentially reworking/resubmitting our ask from a year ago to them for the passive monitoring piece.

IV Country Club Restoration Project with ODFW:

This project was NOT recommended for funding this cycle by OWEB. That kills it for this time. I have reached out to Phil Simpson with ODFW to inform him of the RRT decision but haven't heard back from him yet. Until we get the RRT comments back, it's hard to know if we should plan to retool and resubmit it or not.

East Fork Illinois River – Phase 1:

I found out OWEB's RRT rankings just before our February meeting and reported at our meeting it was recommended for funding but ranked 11th of 11 restoration proposals and was highly unlikely to be funded. The Drinking Water Providers Partnership informed us today that they APPROVED our funding proposal for \$147,000. That's fantastic news!! That puts us/the project in position to be built this year **IF** ODFW also funds the project. We are supposed to hear by 3/15/2024 if we will be awarded from that funding initiative.

Oregon Community Foundation Spring 2024 Offering:

We did NOT hear from OCF on 2/22/2024, which means we are in the final running for the \$30K capacity grant we submitted for grant writing.

Respectfully submitted,

/s/

Kevin O'Brien, Watershed Coordinator



Arlyse DeLoyola

Office Manager

Staff Report- March 2024

GENERAL ADMIN

- Payroll submitted.
- Payroll accrual tracked.
- Grant specific expense tracking in QuickBooks and Excel.
- Preparations for board meeting (pre-meeting packet assembly, QB reporting, coordinating agenda, minutes).
- Kept up with partnering agencies' newsletters and memos.
- Reconciled QB to bank account for February, filed January.
- Voicemails, email and phone calls.

Committee meetings have been happening and some have been postponed and or rescheduled. Progress on the goals is being made.

The recent snowstorm kept me home on Monday the 4th, but I caught up pretty quickly and am on-track again. The new "donate" buttons are live on the website and Facebook...**now we just need people to use them.** I also was able, miraculously, to take down the old PayPal account and replace it with a new one. They said it couldn't be done last time I checked, but I got a good tech this time and he was happy to do it. This should enable Kevin or I and whomever volunteers to add administrators when needed. We will need to remember to remove ourselves when we no longer need access, so we don't leave the Council in another hostage situation. This time, I did apply for non-profit status with PayPal and I've not heard back yet on it. I tested it and donated- it works. At this point I have not put it out anywhere.

I was able to get the Council approved for membership in TechSoup, which allows us free and discounted software and hardware. This is where I can get the serious discount on QuickBooks online we talked about last month. I signed up for our Adobe products through them at a significant discount and got a refund on the District's current subscription.

Arlyse

"It was one of those March days when the sun shines hot and the wind blows cold: when it is summer in the light and winter in the shade."
Charles Dickens

