



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

Monthly Watershed Council Meeting Notice and Agenda

Thursday, October 8th, 2026

331 E Cottage Park Drive Suite 1 or Join the [Zoom Meeting](#)

Topic: Illinois Valley Watershed Council Monthly Meeting

Time: October 8th, 2026 6:00 PM Pacific Time (US and Canada)

Meeting ID: 869 6068 6555

Passcode: SaveFish

For Phone in:

One tap mobile

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- I. **6:00 PM: Call to Order**
- II. **6:02 PM: Acceptance of Minutes**
- III. **6:05 PM: Acceptance of Financial Reports**
- IV. **6:10 PM: Committee Reports**
 - a. Recruitment & Development (Information; Kevin)
 - b. Hiring (Information; Kevin and Katrina)
 - c. Policy (Information/Action – WC Land Acknowledgement; LeahMarie)
- V. **6:30 PM: Old Business**
 - a. Movie Night partnership and next steps (Information/Discussion/Action; Kevin)
 - b. Staff Succession Plan (Information/Discussion/Potential Action; Kevin)
 - c. Mining Research (Information/Discussion; Zoe)
 - d. Sunset of Board Composition Temporary Resolution (Information; Kevin)
- VI. **6:50 PM: New Business**
 - a. Collection of Information for Bank Certification (Information/Discussion/Action; Kevin)
 - b. Director Orientation, Session 2 Scheduled (Information/Calendars; Kevin)
- VII. **7:05 PM: Council Updates & Staff Reports**
 - a. Staff reports (Information/Discussion; Heather and Kevin)
 - b. Board Homework (Action; Kevin)
- VIII. **7:15 PM: Partnering Agency Reports**
- IX. **7:25 PM: Public Comments** (Relating to this agenda or IVWC Operations)
- X. **7:30 PM: Adjournment**

Meeting Minutes

Meeting Called to Order Sept 10, 2026 at 6:02 pm by **Carol Crawford**, Chair.

ATTENDEES

ZOOM ATTENDEES

ABSENTEES

Carol Crawford		
		Gene Merrill
Bill Joerger		
Katrina Poydack		
LeahMarie O'Neill		
Zoe Raihl		
Guest- Tessa Carlson		
Heather Gilinsky, Staff		
Kevin O'Brien, Staff		

SCRIBE

Notes were taken by: Heather Gilinsky

- Minutes: The minutes of the Aug meeting were presented to the council for review.
 - LeahMarie O'Neill made a motion to approve the minutes after correction made.
 - Carol Crawford seconded the motion.
 - The minutes were unanimously approved.
- Financials: The Financial Reports for Aug 2026 were presented to the Council for review.
 - LeahMarie O'Neill I made a motion to accept the Aug 2026 financial reports.
 - Katrina Poydack seconded the motion.
 - The motion was unanimously approved.
- Bill Joerger made a motion to designate the Council's strategic reserve exclusively for costs associated with executive staff succession.
 - Zoe Raihl seconded the motion.
 - The motion was unanimously approved.
- Zoe Raihl made a motion to approve the amendment to the Board Recruitment policy. The amendment removes the dollar-range figure, which has been misread as a fee, and recognizes in-kind contribution alongside financial contributions, while preserving the Council's expectation that all directors participate in supporting the organization at a level of their own choosing.
 - LeahMarie O'Neill seconded the motion.
 - The motion was unanimously approved.
- Zoe Raihl made a motion to accept changes to the Executive Director vacancy announcement description to replace compensation and benefits section to detail all benefits.
 - LeahMarie O'Neill seconded the motion.
 - The motion was unanimously approved.
- Bill Joerger made a motion to approve a \$1.50/hr pay raise for office manager Heather Gilinsky after completing her 90 day probationary period.
 - Katrina Poydack seconded the motion.
 - The motion was unanimously approved.

- Kevin O'Brien gave an update on volunteer board recruitment. He reported that the KXCJ-FM 105.7 radio segment that Carol Crawford, Katrina Poydack and he did on August 23rd had gone well. Katrina reported that she'd heard some feedback that indicated the segment had been heard by quite a few folks and was well received. He shared his upcoming plans to place an ad in the IV News and to keep posting occasional splashes on our Facebook page and website. He plans to put flyers up on some of the community boards as well. A Recruitment & Development Committee (RDC) meeting was scheduled to convene after Tessa Carlson's interview at 12:15 to consider Tessa's application and interview.
- Council members were informed the policy committee will meet on Sept 22, 2026 at 10 am.
- There was discussion regarding switching regular monthly meetings back to a 5:00pm start because of the Daylight Savings ending. Directors decided to continue starting its regular monthly meetings at 6:00 pm on the 2nd Thursday of each month.
- Kevin O'Brien stated that he'd met with the ED of the Southern Oregon Guild of Artists and Artisans (SOGAA) is interested in collaborating with the WC for events, movie nights in particular. They are willing to provide a venue (the art gallery) for movie night. A discussion followed. Kevin will be attending an upcoming SOGAA board meeting.
- The staff succession plan was discussed and a **hiring committee was formed** that consists of: Katrina Poydack, Carol Crawford, Zoe Raihl, LeahMarie O'Neill, and Kevin O'Brien. A hiring committee meeting was scheduled for 11:00am on Sept 22nd
- Kevin announced he will begin facilitating a series of new director onboarding sessions that will occur on a to-be-determined regular basis on Tuesdays from 5:30-7:00pm at the office. The first session will be held on Sept 29th.
- Zoe Raihl gave a report on the southern Oregon nickel mining proposals. A discussion followed.

NEXT MEETING•

The next monthly meeting is to be held at **6:00 pm on October 8, 2026.**

ADJOURNMENT:

Meeting Adjourned by Carol Crawford- Chair, at 8:00 pm.

Approved Minutes: **Signature** _____ **Date** _____

ILLINOIS VALLEY WATERSHED COUNCIL

Executive Director's Report

October 2026 · Prepared 01 October 2026

Hey all, Happy Fall!

You'll notice this report runs longer than usual. That's deliberate. I'm going to start putting more substance into my written reports so we can spend less meeting time on updates and more on the things that actually need the Board's judgment.

That only works if the report gets read ahead of time, so thank you in advance for spending a few minutes with the packet before we convene. My aim is to have everyone walk in already informed and move us through the agenda efficiently. I think I can see a slight smile on Bill's face from here right now as I keyboard this! 😊

Bank Signers Update

We are adding Zoe, LeahMarie, and Tessa as authorized check signers on the Council's Columbia Bank account. We currently have two signers, which has put a real strain on the two people carrying that load. This brings us to five and restores reasonable turnaround on payments and reimbursements.

Columbia Bank also requires that our minutes reflect all the related changes we are making to our accounts. I will have a motion drafted for your review ahead of the meeting so one of you can make it and we can meet the bank's requirement.

Zoe, LeahMarie, and Tessa: I sent each of you a separate email today with Columbia Bank's "Required Info for New Signers" form attached, along with the full instructions. The short version is please print it, fill it out by hand, seal it in an envelope with your name on the outside, and hand it to me in person before, during, or after Thursday's meeting. The form also requires a photocopy of your driver's license, so bring it along and we can run a copy here at the office. Please do not email, scan, photograph, or text the completed form. I'll call each of you early next week to walk through it.

I meet with Derek, our accounts representative at the Grants Pass branch, on Friday morning, October 9, to deliver the envelopes. He will then enter each new signer in Columbia Bank's system and email them directly for an electronic signature.

Southern Oregon Guild Collaboration and Winter Film Event

I have asked Caitlin Deane, Executive Director of the Southern Oregon Guild of Artists and Artisans, for a short segment on the Guild's board meeting agenda on Friday, October 9, to talk through possible next steps in our collaboration. That is the day after our own meeting, so whatever direction you give me on the 8th I can carry straight to their board on the 9th.

What I'm asking of you before our meeting. Please give some real thought to what film or films we might actually show, and come prepared to discuss not just titles but how we would get access to them. The useful question is not only "what should we screen" but "what is the pathway to screening it," meaning rental, purchase, a licensed streaming option, or working directly with the filmmaker or distributor.

One thing worth knowing as you research: a public screening generally requires public performance rights, which renting a copy or holding a streaming subscription does not grant. For many documentaries, especially independent and conservation films, the filmmaker or distributor offers a community screening license directly, and those are often

affordable or free for nonprofits. For mainstream titles, licensing typically runs through a company such as Swank or Criterion Pictures and costs more. Knowing which category a film falls into will tell us quickly whether it is realistic.

On timing. The winter solstice falls on Monday, December 21 this year. That points to Saturday, December 19 as the natural date for the event. I want to acknowledge up front that the Saturday before Christmas is a busy one for a lot of families, so it may not be the right call. I would not recommend Saturday, December 26, which is too close to the holiday to draw a crowd. If the 19th looks too crowded, we should talk about whether to move earlier in December or to treat this as a separate winter event rather than a solstice one.

Board Recruitment

A special welcome to Tessa Carlson here at her first meeting as an IVWC director! 🥰 We are very grateful for the care, interest, and energies you bring to our tables and the community. Thank you again, Tessa. I look forward to serving with you.

Tessa's appointment on September 22 also sunset the temporary resolution the Board passed last October, which allowed us to operate below our bylaws minimum of six directors. We are back at six and in compliance.

We still have more seats to fill. I will reach out by the 8th to the two people who had previously requested and been provided application materials, to invite them to the meeting and follow up on their interest in applying. Beyond that, things I have been planning to do but haven't gotten to yet are:

- Another Facebook splash with picture
- Place an ad in the IV News
- Create a flyer and hang it on local community boards
- PSA for KXCJ 105.7 FM
- Grocery Outlet or Shop Smart tabling event (getting too late in the year now for the Farmer's Market, so that's a 2027 to-do item)

I'll do what I can of that list ASAP.

Staff Succession Plan

I haven't heard anything from the National Fish and Wildlife Foundation (NFWF) since their email reply informing me the award announcements have been postponed into early October. I also have not heard back yet from Geoff Gerdes, my contact with the Oregon Department of Fish and Wildlife, about when ODFW's contribution will be fully secured, though Geoff assured me it is in process. I consider this normal for project development. The fog of funding tends to hang around far longer than is comfortable. Ha, powerlessness is a real thing.

I've been somewhat surprised that initial response to my position's vacancy announcement has been slower than expected, at least by me. I've received seven applications to date. Six came through the Indeed.com platform and one through our website. One applicant has since withdrawn, leaving six active.

The strategic reserve balance is currently \$87,204. Especially for you newer directors, and by way of reiteration for others, this funding category (Unrestricted Funds in our budget) was formally set aside for funding the succession plan at a recent regular monthly meeting.

Our Indeed run was a paid two-week posting that has now ended. We spent roughly \$600 and it produced six applications. I didn't know what to expect from the platform, but I was disappointed with the results relative to the cost. I'm going to cast a wider net locally and regionally ahead of the hiring committee's next meeting, while staying mindful of our limited resources.

The hiring committee next meets on 10/13/2026 at 11:00 a.m. to consider the status and discuss next steps.

Upper East Fork Project

Nothing much new to report at the moment, as we are essentially standing by for funding notifications from both NFWF and ODFW as reported in the previous section. I am poised to launch into action pending those notifications. In the meantime it's patiently keeping my fingers on the communications pulse and keeping all the partners engaged and informed.

Native Plant Restoration Project

The crew is still collecting native seeds in the Smith River Complex fire scar area, but the field work is slowing down. John Bellville, District Manager of the Illinois Valley Soil and Water Conservation District (IVSWCD, or the District), will be coordinating with J Herbert Stone nursery in Central Point about contract growing of the native seed stock collected this season. The crew received drone and chainsaw training last month.

IVSWCD submitted a grant to the Rocky Mountain Elk Foundation (RMEF) proposing to expand work in burn scars on public lands in Josephine County. That complements coordination John has been spearheading to expand US Forest Service (USFS, or FS) funding and engagement with IVSWCD and IVWC toward those same goals.

This project and its expansion are a fine example of the District and Council working closely together from their parallel missions.

2026-27 FS Spawning Survey Project

Nothing new to report. Steve Burns, the Rogue River–Siskiyou National Forest's Fisheries Division Chief out of the Forest's office in Medford, is poised to infuse our existing Special Projects Agreement (SPA) with funding for this winter's work. Funding for stream survey work (habitat assessments) still looks doubtful, but Steve previously confirmed that funding for the spawning surveys is solid.

Water Quality Monitoring

No substantive update this month. USGS is to submit their final analysis and report for the pilot passive monitoring project to John, who will let me know so we can get the information published. The crew will likely do one more round of sampling, timed to the first high water event of the fall.

Miscellaneous

I represented us at the Illinois Valley Community Development Organization's (IVCDO) Strategic Planning Event last week at their new offices at the south end of town. It was productive and a fantastic networking opportunity. I was part of the "Nature Stewardship" priority area of the plan's working group.

You'll hear about it during the policy committee's report, but please review the Land Acknowledgement that immediately follows my report and come prepared to discuss and act on it. Thank you.

In service to our shared mission,



Kevin O'Brien, Executive Director

LAND ACKNOWLEDGEMENT

We want to take this moment to express our gratitude and respect to acknowledge that the Illinois Valley watershed is located within the ancestral homelands of the Takelma, Latgawa Tolowa Dee-ni', Shasta, Yurok, Karuk, and any other peoples who lived here since time immemorial.

These tribes were stewards of these very lands before their traditional way of life was forever disrupted, destroyed, and then were forcibly removed.

Descendants of these tribes are still here against all oppression residing in this valley.

With humility and reverence we acknowledge and honor the ancestral peoples and descendants of this land.



Heather Gilinsky *Office*

Staff Report- OCTOBER 2026

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.
- Voicemails, email and phone calls.
- Reconciling bank account for review and filing invoices.

Hello Board,

This month IVWC/IVSWCD's Microsoft account was compromised which resulted in a large charge against the Council's credit card. I worked with Microsoft and was able to remove the extra accounts that were being billed to us. As directed by Microsoft and with the help of Kevin and Arlyse I was able to dispute the charge, which has been suspended and is under review. Kevin, Carol and I are also working with the bank and have been able to transfer administration permissions to me. We are also working on getting other Council members permission to sign checks for bill payment.

Heather