

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

Monthly Watershed Council Meeting Notice and Agenda Thursday, April 9, 2026

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

Topic: Illinois Valley Watershed Council Monthly Meeting Time: April 9, 2026 6:00 PM Pacific Time

IVWC is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/86960686555?pwd=13d3cubho6V6N6xpdJ9ANOOfhQTcAE.1>

Meeting ID: 869 6068 6555

Passcode: SaveFish

One tap mobile

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Join instructions

https://us06web.zoom.us/join/86960686555/invitations?signature=zSwk2q_TPg3kWNb4qFRBh5t0Z4-yQc4XcJTAGCdQiXs

- I. **6:00 PM: Call to Order**
- II. **6:01 PM: Acceptance of Minutes**
- III. **6:05 PM: Acceptance of Financial Reports**
- IV. **6:10 PM: Committee Reports - Policy**

- V. **6:15 PM: Old Business**
 - a. **Movie Night**
 - b. **Report on O.W.E.B. Listening Session**
 - c. **Office/Finance Manager Succession**

- VI. **7:00 PM: New Business**
 - a. **OWEB Capacity Program Listening Sessions- REPORT**
 - b. **Office Manager Position Status**
 - c. **Site Visit Horse Creek Scheduling**
 - d. **Hathkapasuta June 20 tabling??**
 - e. **Community Engagement "start up"**

- VII. **7:20 PM: Council Updates & Staff Reports**
 - a. **Kevin's report**
 - b. **Arlyse's report**
 - c. **Board Action Items/Homework (Elec. Voting/Comms Policy)**

- VIII. **7:30 PM Partnering Agency Reports**
 - a. **Illinois Valley SWCD**
 - b. **Others**
- IX. **7:45 PM: Public Comments (Relating to this agenda or IVWC Operations)**

- X. **8:00 PM: Adjournment**

Meeting Minutes

Meeting Called to Order March 12, 2026 at 5:05 pm by Carol Crawford, Chair.

| ATTENDEES | ZOOM ATTENDEES | ABSENTEES |
|------------------------|----------------|--------------|
| Carol Crawford | | Gene Merrill |
| Patty Downing | | |
| Bill Joerger | | |
| Katrina Poydack | | |
| Kevin O'Brien, E.D. | | |
| Arlyse DeLoyola, Staff | | |

SCRIBE

Notes were taken by: Arlyse DeLoyola

- **Minutes:** The minutes of the February 2026 meeting were presented to the council for review.
 - **Bill Joerger made a motion to approve the minutes.**
 - **Patty Downing seconded that motion.**
 - **The minutes were approved unanimously.**
- **Financials:** The Financial Reports for February 2026 were presented to the Council for review.
 - **Katrina Poydack made a motion to accept the financial reports.**
 - **Patty Downing seconded that motion.**
 - **The motion was approved without dissent.**

Committee Reports: No reports

OLD BUSINESS

- **Board Recruitment Update:**

Kevin has placed splashes on Facebook and Arlyse has placed them on the website. So far two interested parties have checked in but only one has applied and will be referred to the Recruitment and Development Committee. Kevin reviewed the process and passed out applications as well as the recruitment policy to each director in case they find a possible candidate. Discussion was held regarding potentially having a youth director from the High School. Gene Merrill was contacted by Chairperson Crawford and will not apply for renewal at this time, but asked that he might be considered at a later date when he has more time to devote.

Kevin asked if a board member would volunteer to do a radio interview with him if he was given the opportunity to do a show. An RDC committee meeting is scheduled for March 24 at 10:00am.

- **Introductory Paper**

Kevin asked the board for action on the Introductory Paper he has worked up and shared over the past few meetings.

- **Katrina Poydack made a motion to approve the Organization Introduction Paper with all director edits incorporated into its final draft.**
- **Bill Joerger seconded the motion.**

- **The motion passed unanimously.**

- **SIA March Event**

The event was held on Wednesday . Thanks to Carol Crawford and Dr. Mechling for attending. We had just one landowner attendee, but he stayed for quite a long while and was very engaged.

- **Time Change**

Discussion was held regarding changing the regular meeting time to 6:00pm for the immediate future.

- **Katrina Poydack made a motion to change the meeting time to 6:00 pm**
- **Bill Joerger seconded the motion.**
- **The motion carried unanimously.**

NEW BUSINESS

- **OWEB Listening Sessions**

Kevin shared the announcement of the OWEB Listening Sessions and encouraged everyone to try and attend. He offered to give anyone who wanted to attend the live session in Roseburg a ride and emphasized the importance of being heard by their board regarding future funding.

- **Office Manager Position Status**

We have received more than 30 applications via the Indeed platform online. Interviews will be conducted Wednesday, March 18 and Monday, March 23.

- **Additional New Business**

Patty Downing first thanked the board for the Get-Well card she just found in her folder which was returned last summer by the Post Office! She would like to schedule a Movie Night discussion- perhaps an agenda item next month. Also, we need to schedule a Policy Committee meeting (then scheduled for Tuesday, March 31st at 10:00 am.) She also noted that she will not be at the May meeting.

Carol Crawford asked if we could repair the front door. Arlyse explained that the Landlord sent their maintenance guy to fix it long ago.

A Policy Committee meeting was set for March 31st at 10:00am.

CONTINUING

- **Staff and Partnering Agency reports:**

- a. Kevin's report

Kevin had nothing to add to his written report except that he is optimistic about the NFWF Grant he is currently working on.

- b. Arlyse's report

Arlyse reviewed her report.

Board Actions/Homework: None
Partnering Agency Reports: None
Public Comments: None

NEXT MEETING

The next monthly meeting is to be held at **6:00 pm** on **April 9, 2026**.

ADJOURNMENT:

Meeting Adjourned by Carol Crawford- Chair, at 6:41 pm.

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

Illinois Valley Watershed Council
Profit & Loss
 July 2025 through March 2026

| | Jul '25 - Mar 26 |
|---------------------------------------|------------------|
| Ordinary Income/Expense | |
| Income | |
| Contributions Received | |
| Contributions - Unrestricted | 311.27 |
| Contributions Received - Other | 2,250.00 |
| Total Contributions Received | 2,561.27 |
| Grants Received | |
| Foundation Grants | 20,000.00 |
| Government Grants | 477,799.35 |
| Total Grants Received | 497,799.35 |
| Other Revenue | 16.00 |
| Total Income | 500,376.62 |
| Gross Profit | 500,376.62 |
| Expense | |
| Contracted Services | |
| Accounting Fees | 7,500.00 |
| Tax Preparation | 99.90 |
| Contracted Services - Other | 334,761.00 |
| Total Contracted Services | 342,360.90 |
| Insurance | |
| Executive Protection & EPL | 1,051.00 |
| General Liability Insurance | 3,218.00 |
| Total Insurance | 4,269.00 |
| Oregon Incorporation Fees | 50.00 |
| Other | |
| Advertising | 23.80 |
| Bank Fees | 6.85 |
| Copier Lease | 689.29 |
| Dues & Subscriptions | 572.82 |
| Internet Services | 189.44 |
| Payroll Fees | 925.00 |
| PO Box Rent | 122.00 |
| Power | 414.87 |
| Rent Expense | 5,900.00 |
| Software | 265.00 |
| Telephone | 1,640.39 |
| Total Other | 10,749.46 |
| Printing & Copying | 118.83 |
| Project Expenses | |
| Materials & Supplies | 20.29 |
| Travel - Mileage | 1,194.54 |
| Total Project Expenses | 1,214.83 |
| Salaries & Wages | 79,465.69 |
| Supplies & Materials | |
| Printing and Copying | 63.77 |
| Supplies & Materials - Other | 2,703.47 |
| Total Supplies & Materials | 2,767.24 |
| Taxes | 156.00 |
| Total Expense | 441,151.95 |
| Net Ordinary Income | 59,224.67 |

2:37 PM

04/02/26

Cash Basis

Illinois Valley Watershed Council

Profit & Loss

July 2025 through March 2026

| | <u>Jul '25 - Mar 26</u> |
|----------------------|-------------------------|
| Other Income/Expense | |
| Other Income | |
| Interest Income | 0.10 |
| Total Other Income | 0.10 |
| Net Other Income | 0.10 |
| Net Income | <u><u>59,224.77</u></u> |

Illinois Valley Watershed Council

Profit & Loss

March 2026

| | <u>Mar 26</u> |
|-------------------------|-------------------------|
| Ordinary Income/Expense | |
| Expense | |
| Other | |
| Advertising | 23.80 |
| Copier Lease | 146.66 |
| Internet Services | 42.50 |
| Payroll Fees | 125.00 |
| Power | 36.48 |
| Rent Expense | 602.00 |
| Telephone | 201.14 |
| Total Other | 1,177.58 |
| Printing & Copying | 17.12 |
| Project Expenses | |
| Travel - Mileage | 139.71 |
| Total Project Expenses | 139.71 |
| Salaries & Wages | 7,698.94 |
| Supplies & Materials | 109.06 |
| Total Expense | 9,142.41 |
| Net Ordinary Income | -9,142.41 |
| Net Income | <u><u>-9,142.41</u></u> |

Illinois Valley Watershed Council
Balance Sheet
As of March 31, 2026

| | <u>Mar 31, 26</u> |
|---------------------------------------|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Checking Account | 119,108.81 |
| CommunityBusiness Savings | 1,925.10 |
| IVWC PayPal | 302.85 |
| Stripe Account | -0.18 |
| Total Checking/Savings | <u>121,336.58</u> |
| Accounts Receivable | |
| Accounts Receivable | -154.03 |
| Total Accounts Receivable | <u>-154.03</u> |
| Total Current Assets | <u>121,182.55</u> |
| TOTAL ASSETS | <u>121,182.55</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | -636.14 |
| Total Accounts Payable | <u>-636.14</u> |
| Credit Cards | |
| Umpqua Bank CC IVWC | 59.99 |
| Total Credit Cards | <u>59.99</u> |
| Total Current Liabilities | <u>-576.15</u> |
| Total Liabilities | -576.15 |
| Equity | |
| Unrestricted Net Assets | 62,533.93 |
| Net Income | 59,224.77 |
| Total Equity | <u>121,758.70</u> |
| TOTAL LIABILITIES & EQUITY | <u>121,182.55</u> |

Illinois Valley Watershed Council

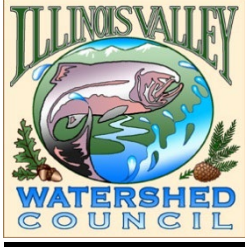
4/2/2026 2:41 PM

Register: Checking Account

From 03/01/2026 through 03/31/2026

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|-------------|---------------|-------------------------|----------------------|-------------|----------------|----------|----------------|----------------|
| 03/05/2026 | ACH | Slavic 401K Fund | Accounts Payable | | 630.12 | X | | 130,018.17 |
| 03/05/2026 | 1358 | IV DATA CENTER | Accounts Payable | | 21.25 | X | | 129,996.92 |
| 03/05/2026 | 1362 | Amazon Business | Accounts Payable | | 90.06 | X | | 129,906.86 |
| 03/05/2026 | 1363 | KALMIOPSIS PUB... | Accounts Payable | | 23.80 | | | 129,883.06 |
| 03/17/2026 | ACH | Cardinal-Employee ... | Accounts Payable | | 2,139.67 | X | | 127,743.39 |
| 03/17/2026 | ACH | Cardinal-Tax Impound | Accounts Payable | | 1,042.04 | X | | 126,701.35 |
| 03/17/2026 | ACH | Cardinal Business Se... | Accounts Payable | | 75.00 | X | | 126,626.35 |
| 03/17/2026 | 1361 | Pacific Office Autom... | Accounts Payable | | 69.69 | | | 126,556.66 |
| 03/17/2026 | 1365 | Pacific Office Autom... | Accounts Payable | | 17.12 | X | | 126,539.54 |
| 03/18/2026 | 1366 | CRYSTAL FRESH | Accounts Payable | | 19.00 | X | | 126,520.54 |
| 03/23/2026 | 1367 | US Cellular | Accounts Payable | | 141.15 | | | 126,379.39 |
| 03/25/2026 | ACH | Cardinal Business Se... | Accounts Payable | | 50.00 | X | | 126,329.39 |
| 03/26/2026 | ACH | Cardinal-Tax Impound | Accounts Payable | | 1,091.23 | X | | 125,238.16 |
| 03/26/2026 | ACH | Cardinal Employee N... | Accounts Payable | | 2,257.67 | X | | 122,980.49 |
| 03/26/2026 | ACH | Slavic 401K Fund | Accounts Payable | | 538.21 | X | | 122,442.28 |
| 03/26/2026 | 1364 | IV DATA CENTER | Accounts Payable | | 21.25 | X | | 122,421.03 |
| 03/26/2026 | 1368 | Stilton LLC | Accounts Payable | | 472.50 | | | 121,948.53 |
| 03/26/2026 | 1369 | A+ Storage | Accounts Payable | | 129.50 | | | 121,819.03 |
| 03/30/2026 | 1371 | Cardmember Services | Umpqua Bank CC IV... | | 1,849.35 | | | 119,969.68 |
| 03/31/2026 | ACH | Slavic 401K Fund | Accounts Payable | | 607.71 | X | | 119,361.97 |
| 03/31/2026 | 1370 | Pacific Office Autom... | Accounts Payable | | 76.97 | | | 119,285.00 |
| 03/31/2026 | 1372 | Pacific Power | Accounts Payable | | 36.48 | | | 119,248.52 |
| 03/31/2026 | 1373 | Kevin O'Brien | Accounts Payable | | 139.71 | | | 119,108.81 |



April 2026 Executive Director's Report
(02Apr2026)

Here's what's up since our last meeting:

Annual Update for JoCoBoCC: In compliance with our Council Capacity grant agreement with OWEB, I prepared and submitted (emailed) the commissioners our update. I prepared this year's update with a mindset that I'm effectively introducing IVWC to an entirely new board. I'll put a copy of the report in each of your folders. I hope it will not only inform you, but also serve as good information for you to have in mind when you're talking with potential board members or just other community members about the WC.

Board Recruitment: The RDC has been faithfully adhering to our board recruitment policy while considering applicant Zoe Raihl. Zoe was invited to and plans to attend our April meeting next week. We may want to consider a slight revision to our existing policy that would facilitate the candidate review process portion of the policy. I haven't had time to get

Office Manager Position Update: Using a streamlined process, the staff came to consensus on making an offer of employment to Casey Lee, an applicant moving into the area from Georgia. Approximately 48 applications were received and reviewed. We attempted to schedule interviews with 9 of those candidates before happily settling on Casey. Casey is planning on entering on duty this coming Monday, April 6th. Arlyse will be Casey's primary trainer until she turns the position over to him fully on her last day of Wednesday, April 15th. The staff is very excited to have found what certainly seems to be an incredibly good fit for us and will be a wonderful asset for our organization. Welcome, Casey!! 🤝 😊 👍

Organizational Introductory Paper: I haven't had time to work in the input/revisions you all offered to the document at our last meeting, but will be able to have them worked in and the document ready for our use and public consumption by next week.

Upper East Fork Project: Steve Burns and I met with ODFW's Geoff Gerdes (Rogue District Stream Restoration Biologist) at Medford Interagency Office to give Geoff's agency an opportunity to partner with us by granting us \$50K to partially fund the project. It was a very positive and productive meeting and—pending some info that Steve and I will get to Geoff that he told us he needs—we have Geoff's vote for partnering on the project with us. You may remember that Geoff was instrumental in partnering with us on the Horse Creek

project last year. It was the \$50K of ODFW funds I worked with him on for the project that put us over the top for Horse Creek. He highlighted that IVWC's recent fully satisfied agreement with ODFW for Horse Creek would facilitate things for moving forward.

I just had a thought today and made a note to talk with Geoff sometime soon about seeing what he thought of breathing some life into designing the fish passage project at the IV Golf Course by using some of the funds he has some say-so over. I don't know what the constraints are on the funds available for Geoff's direction, other than I understand there to be some. I do know all the funds I'm discussing here are to be expended no later than the end of the current biennium (June 30, 2027).

QUESTIONS?!? I'm running out of time more than running out of subjects, so I'll close for now.

If I didn't mention something here that you expected to see or would like to know about, please ask me about it at next week's meeting.

In service to our shared mission,

Kevin O'Brien

Kevin O'Brien, Executive Director



Arlyse DeLoyola
Office Manager
Staff Report-APRIL 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,

I would like to thank each of you for playing a role in what has been the best, most supportive work environment I have ever experienced. I started this job in July of 2019 with the thought that I'd do a couple of years to get my Social Security credits and then pass it on to someone else. It has now been going on seven years! That's a testament to the excellent environment here. Thank you for always valuing my opinion and also for your concern with my recent crazy accident.

I think we have secured a great replacement. Casey Lee has plenty of accounting and QuickBooks experience, seems to have a great attitude and a lot of energy. I think he's perfect for this job. We hope to have him on board the Monday before our meeting. I will continue to be available to help as needed by phone or even in person when available.

Thanks for the memories!

Arlyse

