

Meeting

Illinois Valley Watershed Council is inviting you to a scheduled Zoom meeting. You may also attend in person at 331 E Cottage Park Drive Suite 1B- Cave Junction

Topic: Illinois Valley Watershed Council Monthly Meeting

Time: November 17, 2022 6:00pm

Join Zoom Meeting

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

Meeting ID: 473 823 6869

Passcode: SaveFish

One tap mobile

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+1 301 715 8592 US (Washington DC)

Meeting ID: 473 823 6869

Passcode: 76632288

Find your local number: <https://us06web.zoom.us/j/kq9K0ESEz>



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
November 17, 2022 *IVWC Office/ZOOM*

- I. 6:00 PM: Call to Order
- II. 6:05 PM: Acceptance of Minutes
- III. 6:10 PM: Acceptance of Financial Reports
- IV. 6:15 PM: Old Business
 - a. Cardinal Services Rates
 - b. Strategic planning update
 - c. Council Vacancy
- V. 6:30 PM: New Business
 - a. T.B.A.
- VI. 6:40 PM: Council Updates & Staff Reports
 - a. Kevin report
 - b. Arlyse report
- VII. 6:50 PM: Public Comments (Relating to this agenda or IVWC Operations)
- VIII. 7:00 PM: Adjournment

Meeting Minutes

Meeting Called to Order October 27, 2022, by Bill Reid, Chairman at 7:04 pm

ATTENDEES

ZOOM ATTENDEES

ABSENTEES

William Reid	Marcy Sowa	Rhett Nelsen
Don Young	Joy McEwen (7:51)	Gene Merrill
Bob Schmidt		
James Gurley		
Katrina Poydack		
Janice Denney		
Patricia Downing		
Robert Webb		
Carol Crawford		
Kevin O'Brien (Staff)		
Arlyse DeLoyola (Staff)		
John Bellville (SWCD Staff)		
Cheryl Nelson (SWCD Staff)		

SCRIBE

Notes were taken by: Arlyse DeLoyola

- **Minutes:** The minutes of the September 22, 2022 meeting were presented to the council for review.
 - **Bob Schmidt made a motion to approve the minutes as presented.**
 - **Carol Crawford seconded that motion.**
 - **The motion carried without dissent.**

- **Financials:** The Financial Reports for September 2022 and July 1, 2022 – September 30, 2022, were presented to the Council for review.
 - **Carol Crawford made a motion to accept the financial reports.**
 - **Bob Schmidt seconded that motion.**
 - **Discussion was held.**
 - **The motion carried without dissent.**

OLD BUSINESS

- **Vacant Council Seat**
 Kevin has not received a response from the city regarding a seat on the council. Discussion was held and no action taken.
- **Strategic Planning Update**
 - Kevin presented the proposal the committee received from Rob Hambleton. He informed the board that he had discussed the cost with him and that he was willing to complete the project for \$10,000, contingent upon the receipt of the additional \$5000 in funding which will be applied for upon selection of a contractor.
 - Katrina Poydack made a motion to approve acceptance of Rob Hambleton's proposal, contingent upon receipt of funding.

- Carol Crawford seconded the motion.
- Discussion was held
- The motion passed without dissent.
- **Upcoming Vacancies**
Chairman Reid reminded the Council that three IVSWCD directors who were re-elected for 2023 will no longer hold seats on the Council as of January 1st. Discussion was held and no action taken. Chairman Reid said he will discontinue his credit card for the Council as well.
- **Retirement Plan Action Item**
Chairman Reid reviewed the resolution to begin the Retirement Plan for the Council employees which was discussed last month. Further discussion was held.
 - Bob Webb made a motion to approve the Resolution for Adoption of the Cardinal Services, Inc. 401(k) Plan
 - Bob Schmidt seconded the motion
 - The motion passed without dissent.

NEW BUSINESS

- **Potential Meeting Night Change**
 - Katrina Poydack suggested that beginning next calendar year, the Council meet on a different night from the District to allow for further separation and more comprehensive meetings. She suggested the first or second Thursdays.
 - A motion was made by Katrina Poydack to begin meeting on the first Thursday of the month at 6:00 pm in January 2023.
 - The motion was seconded by Carol Crawford
 - The motion passed without dissent.

CONTINUING

- **Staff and partnering agency reports were presented to the board:**
 - Kevin reviewed his report, adding that he plans to continue his efforts at partnering with County Officials to ease permitting for restoration work and he will work with other organizations in this effort. He also hopes to get recognized within the County to respond to the busts and develop restoration plans for them. He plans to take the lead in that effort.
 - Arlyse had no additions to her report.
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NEXT MEETING

The next meeting is to be held on November 17, 2022 at 6:00pm at the office and via ZOOM. Details will be in your packets.

ADJOURNMENT

Meeting Adjourned by Bill Reid, Council Chairman, at 8:02 pm.

APPROVED MINUTES: _____

DATE: _____

Illinois Valley Watershed Council
Profit & Loss
July through October 2022

	<u>Jul - Oct 22</u>
Ordinary Income/Expense	
Income	
Contributions Received	
Contributions - Unrestricted	100.00
Contributions Received - Other	54.39
Total Contributions Received	154.39
Grants Received	
Government Grants	15,750.00
Total Grants Received	15,750.00
Total Income	15,904.39
Gross Profit	15,904.39
Expense	
Contracted Services	
Accounting Fees	990.00
Contracted Services - Other	21,905.00
Total Contracted Services	22,895.00
Other	
Bank Fees	1.21
Copier Lease	213.42
Dues & Subscriptions	250.00
Internet Services	147.50
Payroll Fees	403.78
Rent Expense	2,355.00
Telephone	340.35
Total Other	3,711.26
Project Expenses	
Contract Labor	3,520.00
Travel - Mileage	-662.46
Total Project Expenses	2,857.54
Salaries & Wages	
Medical Insurance	219.10
Salaries & Wages - Other	9,498.49
Total Salaries & Wages	9,717.59
Supplies & Materials	
Postage, Mailing Service	184.39
Supplies & Materials - Other	13,697.10
Total Supplies & Materials	13,881.49
Taxes	164.00
Training and Associated Travel	
Lodging	928.10
Mileage	595.26
Training and Associated Travel - Other	384.88
Total Training and Associated Travel	1,908.24
Total Expense	55,135.12
Net Ordinary Income	-39,230.73
Net Income	<u><u>-39,230.73</u></u>

Illinois Valley Watershed Council
Balance Sheet
As of October 31, 2022

	<u>Oct 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	96,511.86
IVWC PayPal	528.27
Total Checking/Savings	<u>97,040.13</u>
Other Current Assets	
Undeposited Funds	25.00
Total Other Current Assets	<u>25.00</u>
Total Current Assets	<u>97,065.13</u>
TOTAL ASSETS	<u>97,065.13</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	136,295.86
Net Income	-39,230.73
Total Equity	<u>97,065.13</u>
TOTAL LIABILITIES & EQUITY	<u>97,065.13</u>

Illinois Valley Watershed Council

11/8/2022 11:33 AM

Register: Checking Account

From 10/01/2022 through 10/31/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/20/2022	886	Amazon Business	Accounts Payable		9.99	X		99,072.05
10/20/2022	887	Cardinal Business Se...	Accounts Payable		626.33	X		98,445.72
10/20/2022	888	IV DATA CENTER	Accounts Payable		21.25	X		98,424.47
10/20/2022	889	US Cellular	Accounts Payable		79.50			98,344.97
10/24/2022	890	Cardinal Business Se...	Accounts Payable		889.53	X		97,455.44
10/24/2022	891	Pacific Source Healt...	Accounts Payable	22% based on ...	173.58	X		97,281.86
10/24/2022	892	IV DATA CENTER	Accounts Payable	add desk	450.00	X		96,831.86
10/24/2022	893	A+ Storage	Accounts Payable		70.00			96,761.86
10/24/2022	894	Rogue Basin Partners...	Accounts Payable		250.00			96,511.86

Illinois Valley Watershed Council
Profit & Loss
October 2022

	<u>Oct 22</u>
Ordinary Income/Expense	
Income	
Contributions Received	
Contributions - Unrestricted	25.00
Total Contributions Received	<u>25.00</u>
Total Income	<u>25.00</u>
Gross Profit	25.00
Expense	
Other	
Dues & Subscriptions	250.00
Internet Services	21.25
Payroll Fees	59.04
Rent Expense	495.00
Telephone	79.50
Total Other	904.79
Salaries & Wages	
Medical Insurance	155.83
Salaries & Wages - Other	1,474.57
Total Salaries & Wages	1,630.40
Supplies & Materials	34.99
Total Expense	<u>2,570.18</u>
Net Ordinary Income	<u>-2,545.18</u>
Net Income	<u><u>-2,545.18</u></u>



Staff Report! Kevin is hunting.....