

# Washington Association of Conservation Districts

November 18, 2024

Summary of Motions

**Motion:** Barbara Bailey moved to adopt the draft agenda as presented, with the addition of “Renewable Energy Position Paper & Resolutions” under WACD Committee Updates, inserting “Public Records Index Resolution” under the WACD Operations agenda item, and the inclusion “WACD Conference Reimbursement Policy”. Second by David Vliet. Motion carried.

**Motion:** Alan Chapman moved to adopt the October meeting minutes as presented. Second by Doug Rushton. Motion carried.

**Motion:** Mark Craven moved to accept the Treasurer’s Report for September. Second by Amy McKay. Motion carried.

**Motion:** Doug Rushton moved to approve the Executive Director signing the Letter of Engagement with Foster Garvey with a not to exceed amount in the budget of \$8000. Second by Mark Craven. Motion carried.

**Motion:** Amy McKay moved to adopt the 2025 meeting schedule as presented. Second by Alan Chapman. Motion carried.

**Motion:** Bruce McDonald moved to adopt Board Resolution 2024-01 “Public Records Index”. Second by Amy McKay. Motion carried.

**Motion:** David Vliet moved to accept the Plant Materials Task Force Report and Recommendations. Second by Doug Rushton. Motion carried.

**Motion:** Doug Rushton moved that the Sustainable Funding Committee provide an update and present their proposal at the 2024 Annual Meeting. Second by Amy McKay. Motion carried.

# Washington Association of Conservation Districts

Remote Connection through Zoom

November 18, 2024

Board Meeting Minutes

## Members Present

Mike Mumford, President (Pend Oreille CD)

Amy McKay, Vice President (Whitman CD)

Barbara Bailey, Secretary (Underwood CD)

Mark Craven, Treasurer (Snohomish CD)

Doug Rushton, National Director (Thurston CD)  
Alan Chapman, Northwest Area Director (Whatcom CD)  
David Vliet, Northwest Area Director (Kitsap CD)  
Bruce McDonald, Southwest Area Director (Lewis CD)  
John Preston, North Central Area Director (Columbia Basin CD)  
John McLean, North Central Area Director (Foster Creek CD)  
Cindy Reed, South Central Area Director (North Yakima CD)  
John W. Floyd, Northeast Area Director (Pend Oreille CD)  
Sara Schlake, Northeast Area Director (Spokane CD)  
Chevelle Yeckel, WADE President (Okanogan CD)

#### Others Present

Tom Salzer, WACD Executive Director  
Heather Wendt, WACD Director of Development & Engagement  
Jim Brown, WACD Director of Nursery Operations  
Ryan Baye, WACD Director of Legislative & Membership Services  
James Thompson, WSCC Executive Director  
Roylene Comes At Night, USDA-NRCS Washington State Conservationist  
Megan Stewart, Asotin County CD District Manager  
Sarah Moorehead, Thurston CD Executive Director

President Mike Mumford called the meeting to order at 6:01 PM. Ryan Baye conducted a roll call of members to confirm a quorum was present. Mike Mumford presented the draft agenda for approval by the board with three suggested changes. Barbara Bailey moved to adopt the draft agenda as presented, with the addition of “Renewable Energy Position Paper & Resolutions” under WACD Committee Updates, inserting “Public Records Index Resolution” under the WACD Operations agenda item, and the inclusion “WACD Conference Reimbursement Policy”. Second by David Vliet. Motion carried.

#### **Public Comment**

No individual present wished to utilize the public comment period.

#### **Meeting Minutes**

Secretary Barbara Bailey presented the draft October Meeting minutes for approval. Alan Chapman moved to adopt the October meeting minutes as presented. Second by Doug Rushton. Motion carried.

#### **Treasurer’s Report**

Treasurer Mark Craven provided information to the Board about year to date income, the current balance of WACD’s bank statements, and fluctuations over the last month in the investment account. He also made note of the current revenue projections for the Executive Office and the Plant Materials Center. Mark Craven moved to accept the Treasurer’s Report for September. Second by Amy McKay. Motion carried.

## **WACD Operations**

Jim Brown detailed the current operations of the nursery, noting an \$80,000 increase in expenses compared to the previous year but stated the financials were good overall. He reported that some plants for the year had already been shipped, with harvest to officially start on December 2<sup>nd</sup>. The PMC had submitted a cost share application to Skagit CD for the installation of the variable drive pump system. He answered questions about the impact of weather patterns on this year's harvest, whether the Bow operation was at risk of flooding, and how Jim decided when to turn on the irrigation system in the winter.

Tom Salzer reported preliminary audit findings from Clark Nuber, with a qualified opinion expected by the November meeting. He also shared some items from the exit interview and that some of the recommended changes in best accounting practices were already being implemented by the CPA.

Tom Salzer presented a draft letter of engagement for WACD to employ Foster Garvey for legal services related to changes to the rates and charges statute, as one of their lawyers, Stephen DiJulio, was the attorney who crafted the language in 2014. Tom sought permission from the board to be able to utilize DiJulio's services if needed in the 2024 legislative session with a possible "not to exceed" amount of \$8,000. He answered questions about contract deliverables, the length of the engagement term of service, and the type of work to be done with by DiJulio versus other legal specialists. Doug Rushton moved to approve the Executive Director signing the Letter of Engagement with Foster Garvey with a not to exceed amount in the budget of \$8000. Second by Mark Craven. Motion carried.

Ryan Baye presented a draft 2025 meeting schedule for the Board of Directors to consider, based on the schedule used during 2024. Amy McKay moved to adopt the 2025 meeting schedule as presented. Second by Alan Chapman. Motion carried.

Ryan Baye asked for input on the current board policy for reimbursement for officers and directors to attend the WACD conference. He sought direction, to see if changes to the current policy and procedure might be of interest to the board members. He answered questions about the financial impact of any potential changes, the benefit of having board members attend the conference, and the timeline for formulating any new policy.

## **Public Records Index**

Ryan Baye presented a draft board resolution for consideration on the topic of public records indexes, explaining its role in the keeping of public records and the ability of the board to determine that keeping the index current would be a hardship to the organization. Bruce McDonald moved to adopt Board Resolution 2024-01 "Public Records Index". Second by Amy McKay. Motion carried.

### **WACD Committee Reports**

Megan Stewart and Sarah Moorehead co-presented the Plant Materials Task Force Report and their recommendations for the Board of Directors. David Vliet moved to accept the Plant Materials Task Force report and recommendations. Second by Doug Rushton. Motion carried.

Heather Wendt presented the recommendations from the Renewable Energy Work Group that will go to the Annual Conference for consideration by the membership for adoption. Board members offered up additional recommendations: creating a study for developing best management practices for solar and wind installations and creating best management practices for decommissioning these projects. It was recommended that both additional proposals should be presented to the membership.

Heather Wendt requested guidance on behalf of the Sustainable Funding Committee, that the group believed their efforts would best be focused on further study of either a potential tax on real property or a sales tax increase. There was discussion amongst board members of the best use of time and resources of member-districts and whether or not the committee was taking the right path. Doug Rushton moved that the Sustainable Funding Committee provide an update and present their proposal at the 2024 Annual Meeting. Second by Amy McKay. Motion carried.

### **WACD Advocacy**

WACD Lobbyist Brynn Brady joined the meeting and spoke with the board about the outcomes of the November 5<sup>th</sup> election and future changes coming to the composition of the Legislative. She described some clues for the new governor's transition team, potential new committee chairs, and some insights on the new commissioner of public lands.

President Mumford adjourned the meeting at 8:41.