

Skagit Watershed Council Board of Directors Meeting  
Skagit Watershed Council Conference Room, November 7, 2013

**Final Meeting Notes**

**Attendance:**

Chair - Commissioner Ken Dahlstedt	Steve Hinton
Brenda Cunningham	Richard Brocksmith
Dave Pflug	Bob Warinner
Bob Everitt	Leah Kintner
Laura Blackmore	Alison Studley

Carolyn Kelly was called away for another meeting and was not in attendance.

**Quorum, Agenda, and Notes**

A quorum was present. The meeting was called to order at 9:02 a.m. by Chair Dahlstedt, and introductions were made. The agenda was reviewed.

Brenda made a motion, seconded by Steve to approve the October meeting notes as amended. After opportunity for discussion, a vote was taken and the motion passed.

**Financial Report**

The financial statements through October 31, 2013 were presented and reviewed. Profit and loss report shows negative trend for last few months. Dave made a motion, seconded by Steve to approve the financial report as presented. After opportunity for further discussion, a vote was taken and the motion passed.

Richard distributed a near final draft of the 2012 990 tax form for Board review. It will be submitted to the IRS by November 15.

Brenda moved and Steve seconded extending signature authority for all SWC bank accounts for Richard Brocksmith as the new Executive Director and authorizing a credit account up to \$1500 consistent with past operations and SWC procedures. The motion passed unanimously. The Chair and Secretary will meet at the bank with Scottie and Richard next week.

A draft budget for July 2013 to June 2014 and July 2014 to June 2015 was developed and presented by Richard. Board reviewed projected income and expenditures. Work planning will help flesh out how to approach estimates for internal staffing, partner support, and consultants. The Board discussed frequency of financial audits as one example of a line item and generally agreed Richard should propose a frequency of every 2 or 3 years when finalizing the budget,

hopefully in December. The Board asked Richard to continue to refine the budget in the next month.

### **Executive Director's Report**

The Board welcomed Richard to the area, and he relayed that the personal transition was going very well. He is hoping to be the newest resident of Skagit County on November 25<sup>th</sup>.

Richard overviewed what he had been hearing from members so far in terms of watershed needs and early ideas for work planning, though no formal proposals were presented. The Board requested continuing this conversation in detail at a Board retreat in December.

Part of that work plan will be reinvigorating the community partnership, including holding potentially bi-annual member meetings, supporting more sharing opportunities (e.g. Skagit Land Trust has just completed a draft update of their conservation strategy), rejuvenating committee membership, etc. This should be balanced with other priority workloads for both SWC and members. The Board discussed having a “family reunion” for the first such member meeting, likely at PUD, to have members reintroduce themselves and what they are doing. An agenda for the family reunion might include where we are, where we want to go, seeking input on that and where members can engage, along with just spending time together to build relationships.

The retreat agenda could include development of proposed organizational changes, strategic planning, recovery planning and adaptive management, streamlining lead entity process, work planning, and budgeting. The best date for the retreat appeared to be December 9 with a contingency date of December 12, and this would be in lieu of the regular December Board meeting. It will be at the SWC office. Richard will send out a confirmation email next week with a draft agenda.

The SWC holiday open house will be at our office from 4 to 7pm on December 11, 2013.

### **Technical Report**

Alison provided a written report to the Board. The Board discussed Similk Beach, why it was pulled, and potential paths forward to continue this important collaborative project. It was also noted that WDFW's Skagit Forks 2013 proposal had been awarded state funds and were thus able to reduce that request by approximately \$35,000. Steve moved and Bob seconded a motion to approve the updated F-2 to be submitted to SRFB, and the motion passed unanimously.

Alison relayed TWiG recommendations to continue to improve upcoming lead entity grant processes. These will be brought forward into updating the lead entity program guide soon.

### **PSAR Capacity Funds**

Skagit Watershed's PSAR capacity funds should be contracted to implement outcomes of the work planning from the upcoming Board retreat. Richard felt this could happen by end of 2013.

The Board reviewed the Barnaby Reach PIDA proposal submitted by Skagit River System Cooperative as well as the recommendation of approval by the PIDA ad hoc committee. The Board acknowledged the potential conflict of interest given the collaborative proposal, and Brenda moved to waive conflict of interest rules for this project because it was the only project in the competition, with a second from Ken. The motion was approved by them. A second motion was made by Brenda and seconded by Ken to approve the PIDA proposal moving forward, which was then supported unanimously.

### **Adaptive Management and Monitoring**

Laura Blackmore provided an overview of the project spearheaded regionally by the Puget Sound Partnership and locally by "watershed councils", relaying that the need to develop this framework was required by the federal government when they approved the Chinook salmon recovery plan. Bob gave an overview of local work to date, building from 3 years of pilot efforts by the Puget Sound Recovery Implementation Technical Team (RITT). Both powerpoint presentations are available on request.

Phase 1 lasts through June 2014 and should result in current recovery plan translation (conceptual models with goals, pressures, and actions), policy overview, and an adaptive management governance plan. The core working team, and concentric broader stakeholder teams, should reflect those interests related to these products/processes. The SWC monitoring committee could be reinvigorated and aligned with this process. Current core group is Bob, Eric Beamer, Richard, Leah, Ed Connor, and Abby Hook (consultant support).

Steve asked when and how the SWC is to be involved beyond this technical phase; where are the check/decision points? Laura and PSP team will compile that information and forward. It was noted that the timelines seemed ambitious. How would the SRC policy body engage the other policy bodies working on other H's such as harvest and hatcheries?

The EPA grant PSP received provides for \$40,000 for each watershed to support this effort, which can be used for partner support and/or external consultant support for product preparation. A work plan template was distributed. It was agreed that the dispensation of these funds should be part of the broader work plan discussion at the SWC retreat so that there was broader understanding of all the needs ahead, more comfort with the process's efficacy, and how this process fits into local needs, abilities, and capacity. Richard will take what PSP provides and begin to draft a work plan for Board discussion.

The meeting was adjourned at about 12:15pm.