

**Skagit Watershed Council**  
**Board of Directors Regular Business Meeting - Final Notes**  
**December 20, 2013, SWC Office in Mount Vernon, WA**

Present: Ken Dahlstedt, Dave Pflug, Brenda Cunningham, Bob Everitt, Carolyn Kelly, Steve Hinton, and Richard Brocksmith. No absences.

The regular board meeting was called to order at 3:38pm, following the conclusion of the Board's 2013 retreat. The Board reviewed and approved November meeting notes as presented and previously amended, with one new amendment to clarify Laura Blackmore's last name. The motion was made by Bob and seconded by Brenda, with unanimous agreement.

The Board reviewed and approved October financial reports as presented. Steve moved to approve, Carolyn seconded, and there was unanimous agreement. It was noted that SWC is back in the black for the first time in this biennium.

The Board reviewed a new contract for Environmental Policy Matters (EPM) to help Richard implement an IRS-approved staff retirement program. The SWC's professional services contracting process has been updated with more standard contract terms and safeguards. The Board requested that each contract should have a tracking number in the heading. The EPM contract should be effective January 1, 2014 and numbered as #2014-1. Carolyn moved to approve the proposed EPM contract, it was seconded by Steve, and there was unanimous agreement to execute it. **The adaptive management contract with PS Partnership will be discussed again at the next Board meeting.\***

SWC Board adjourned at 4pm. Next meeting will be January 2, 2014.