

Skagit Watershed Council - Final Notes
Meeting of the Board of Directors, Hybrid Meeting at Skagit Publishing
August 3rd, 2023

(Underline indicates decision point; parentheses indicate attachment #; ***bold indicates action item**)

Attending Directors: John Stein (Chair), Bill Blake, Michael Kirshenbaum, Brendan Brokes, Devin Smith, Richard Brocksmith (Executive Director)

Guests: Pat Stevenson, Aundrea McBride, Holli Watne

Call to Order: 11:25

Quorum achieved.

Agenda approved by acclamation.

June 1st notes approved as presented by acclamation.

Executive Director's Report

Financial reports tabled. ***The May and June Financial Reports will be approved next month.**

Motion by Brenden, seconded by Bill, to approve the Certificate of Deposit rollover. Approved by all. We will roll over our 2 maturing CDs into new CDs at a rate of 4.75% for 11 months.

Staff Updates and Committee Reports were tabled.

Executive Director's Hiring Subcommittee Report

***The hiring subcommittee is getting close to having documents ready to share. *Richard and John would like to start getting a job announcement out soon.** We can go to a consultant group (used by SLT) to get help if we do not get quality results. There is a job board with Texas A&M University that many conservation jobs are posted on and job seekers regularly use. WDFW has used this board. Feedback about draft job announcement:

- Some discussion about essential duties and getting input from staff/committees.
***Alison will provide better wording on how to describe salary.**
- People skills are huge for this job. Don't understate the importance of soft skills.
- Emphasize the committees that the director will be involved with.
- Applicant needs to live in or near Skagit County. The announcement will say that the director needs to be at the office multiple times a week.
- More background on the actual objectives of the projects the director works on.
- **Mention position discretion.**

- There will be a need to more clearly define which lead entity tasks go where between Aundrea and new ED position. Maybe all the LE Coordinator tasks are part of Aundrea's job and the management and big picture strategizing are ED's job. Or maybe Aundrea focuses on other tasks if the board doesn't have broader tasks for the ED to do. This needs more discussion with the new ED and board once they are hired.
- Not sure that the new ED could do more in the world unless the board enables this. Not currently space to do what were the aspirations of the ED position when Richard was hired.
- Make sure there's space for the new ED to move toward their own vision.
- Tribes would like to have a more explicit involvement in the hiring process, beyond the Council of Members. Some tribes are not even on the Council of Members. Tribal communities represented by the board should clearly have a dedicated role where they'd like to see it.
- We should have a rep from each of the tribes sit on the interview panel. We do this for hiring key positions at WDFW. Meaningful dialog needs to happen to make sure the new ED jives well with key member organizations.
- Final candidates should meet with all interested tribal representatives before a decision is made. Devin et al could facilitate a conversation between those candidates and tribal representatives. This would be open to anyone who self-selects joining, though Devin has several people in mind who should join.
 - Another option is to see if candidates reach out to tribal communities independently without being asked.

***Next steps:**

- **New position announcement drafted**
- **Create an advertising plan**
- **Seek out a headhunter to make sure we're doing things effectively if we need to**

Good of the Order

SWC Annual Lunch – September 20, 2023

Adjourn 12:00pm.