



**P O Box 95  
Monument, OR 97864**

## **MEETING MINUTES**

**January 6, 2020**

**Monument Senior Center**

### **Monthly Board Meeting**

**Call to Order** – Jim Bahrenburg, Chairman, called the meeting to order at 5:00 pm. **Board of Directors in attendance** –, Jim Bahrenburg, Troy Cox, Brian Campbell, Andy Watkins and Jeff Thomas.

**Associate Directors in attendance** – None

**Staff** –Greg Hill (District Manager), Lauren Street (Senior Project Manager), Ally Steinmetz (Project Manager) and BA Robbins (Administrative Assistant/Fiscal Manager)

**Guests:** None

**WELCOME:** Ally Steinmetz, our newest employee, introduced herself, gave the board a synopsis of her previous work experience and goals. Ally joins us as our Project Manager, working under the supervision of Lauren Street.

**APPROVAL OF MINUTES** – Minutes of the December 9, 2019 regular Board Meeting were presented for approval. A motion to approve the minutes as presented, was made by Troy Cox and seconded by Andy Watkins. With no further discussion, the motion passed by unanimous vote.

### **AGENCY/ORGANIZATION REPORTS**

NONE

### **DISTRICT BUSINESS**

1. Annual Meeting Planning. Greg has finished the agenda, flyers and arranged for the speakers for the Annual Meeting land owner seminar.
2. District Manager Report. Greg gave a review of his Monthly Manger's Report. The details are provided in the Mangers Report, sent to all of the Directors prior to the meeting.
3. Senior Project Manager, Lauren Street reviewed her Project Updates report. Additional project information was provided in her detailed report as provided to the Directors in the monthly packet.
4. Financial Report – BA presented the Financial Report with updated supplemental information covering activity through January 6, 2020. A motion to accept the financial report as presented was made Jeff Thomas and seconded by Troy Cox. With no further discussion, the motion passed by unanimous vote.

## **NEW BUSINESS**

1. BA was able to reach the owner of a potential new office location in Monument. She explained some of the details of the Blakeslee shop. After discussion it was agreed to have BA make contact with the owner and try to arrange a tour. Funding for the shop purchase will be looked into after the tour.
2. Greg & Lauren reviewed some of the IT problems we are having. The entire office is working on a solution.

## **OLD BUSINESS**

1. 5 Year Business Plan. A meeting with Eric Nusbaum, ODA Operations Specialist, has been set for January 23<sup>rd</sup> at 5:00pm at the office, to begin the process of updating our 5-year plan. All of the board is needed to accomplish this plan building activity, as required by ODA to provide our biennial Capacity Grant.
3. MSWCD Swag. Greg reached out to the local printer, Amanda Albridge, for styles and prices on caps. Amanda will be providing Greg with the information to present to the board.
4. The truck repairs have been completed by DnD Repairs, a local AG Repair shop.

## **OPEN FOR DISCUSSION**

Greg opened the discussion with an explanation of over looked deadlines for a funding opportunity with the Confederated Tribes of the Warm Springs. After

much thought, deep soul searching, Greg feels like he is in need of management training to provide the District with the quality of work they are seeking. He proposed a step back to Assistant District Manager and BA move up to full time District Manager. The board has approved a management training opportunity for Greg on 1/28/2020 in Pendleton.

A special meeting of the Monument SWCD will be held January 13<sup>th</sup>, at 5:00pm at the Monument SWCD office to further discuss the proposed staff changes recommended by Greg. The board has asked the management staff to discuss this issue and provide more options.

**MEETING ADJOURNED – The meeting was adjourned at 7:15 by general consensus.**


**MEETINGS:**

The next scheduled meeting of the Monument SWCD will be a Special Meeting on January 13, 2020 at 5:00pm at the Monument SWCD Office.


A meeting will be held at 5:00pm, Thursday January 23, 2020 at the Monument SWCD office. The meeting is being held to discuss the 5-year business plan. The meeting will be facilitated by Eric Nusbaum, ODA Operations Specialist.

The Annual Meeting will be held February 6, 2020 at the Monument Senior Center following the Landowner Seminar, approximately 2:30pm. Election of officers will be held.

Approved by:

  
Chairman/Vice Chairman

3/2/20  
Date

  
Recorded and submitted by

3/2/2020  
Date