

PO Box 95, Monument, OR 97864

Phone: (541) 934-2141

MEETING MINUTES
June 3, 2019
Monument Senior Center

Monthly Board Meeting

Call to Order – Jim Bahrenburg, Chairman, called the meeting to order at 5:10 pm.

Board of Directors in attendance – Jim Bahrenburg, Troy Cox, Brian Campbell. Andy Watkins arrived at 5:25 pm. Jeff Thomas was not able to attend.

Associate Directors in attendance – None

Staff –Greg Hill (District Manager), Lauren Street (Project Manager), Bryan Vogt (Conservation Specialist) via speaker phone, and BA Robbins (Fiscal Mgr.)

Guests: None

WELCOME: Greg Hill was welcomed to the Monument SWCD team by the Board of Directors. Greg gave a response and is looking forward to his role as District Manager and how he can further the goals and mission of Monument SWCD. The board discussed the need for a new MSWCD promotional item, they gave Greg some ideas for some new “swag”.

APPROVAL OF MINUTES – Minutes of the May 6, 2019 regular Board Meeting were presented for approval. A motion to approve the minutes as corrected, was made by Troy Cox and seconded by Brian Campbell. With no further discussion, the motion passed by unanimous vote.

AGENCY/ORGANIZATION REPORTS: None

DISTRICT BUSINESS

1. Conservation Specialist, Bryan Vogt gave his report via speaker phone. He has completed his exit report and sent it out to all board members as well as Lauren and BA. He has followed up with a phone call to all of the landowners involved in the water rights transfers. He sent the computer, docking station, and monitor back to MSWCD. He will return the rest of the equipment when he comes back to Monument on a family visit. He will remain available in an

advisory capacity for any questions through the end of June. He & Jim will still be participating in the Monday 8:30 am staff meetings. Lauren will be able to continue spraying weeds as an apprentice on Bryan's applicators license until the 7th of June. Andy Watkins thanked Bryan for his availability and participation during this transition process.

2. Project Manager, Lauren Street reviewed the Project Updates report. The report covered all projects she is working on, as well as future projects. She has been able to complete some of the spray projects. The board helped to provide some direction as to the completion of the Title II project.
3. Financial Report – BA presented the Financial Report with updated supplemental information covering activity through June 3rd. A motion to approve the report as submitted was made by Andy Watkins and seconded by Brian Campbell. With no further discussion, the motion passed by unanimous vote.
4. Office Protocol – BA has informed Greg of our Policies and Resolutions. She has brought particular attention to the financial management policy and stated we review and revise as needed April of each year. At this time it was approved by board consensus to have BA request a debit card to be assigned to Greg and to direct the Bank of Eastern Oregon to add Greg on as a check signer. The debit card use is addressed in the financial management policy.
5. Budget Resolution – Greg Hill read into the minutes, Budget Resolution 19-6-3 covering the 2019-20 board approved budget. A motion was made by Troy Cox and seconded by Andy Watkins to approve the resolution as read. The motion passed by unanimous vote.
6. Executive Session ORS 192.660(2)a, was called at 6:50. Regular session was called to order by Jim Bahrenburg at 7:10. Board members present were: Jim Bahrenburg, Andy Watkins, Brian Campbell and Troy Cox. Staff present was Greg Hill, Lauren Street and BA Robbins.
7. Employee Evaluation for Lauren Street was entered in her employee record.
8. Old Business
 - a. Yard and lot maintenance – The Columbia Power Co-op Board of Directors approved the use of the front lawn for parking and reasonable use. As a result, Lauren sprayed the grass with glyphosate, the Co-op trimmed the tree in preparation for removal. Lauren has been using the space for parking of the trailer and two ATV's. At a time prior to winter it has been suggested to remove the sod and fill in with gravel.
 - b. Volunteer Recognition – Ace Robbins thanked the board for the beverages sent to him for his efforts in putting together the new office furniture. This message was presented by BA.


9. New Business

- a. Mission Statement – A copy of the current mission statement was provided. Conversation followed, it was decided to have the mission statement on the agenda for the next few months and for each board member to bring a sentence or thought towards revising or maintaining our statement.
10. Open for Discussion – On June 11th, Greg and Lauren will be traveling to Salem on behalf of Monument SWCD to receive the “2018 Wetland Enhancement Award” for the Cavender Wetland Improvement project. The Board of Directors offered to provide for lodging for both Bryan Vogt and Erik Rook, however Due to other commitments and distance, they were not able to be present for the award. Judy Cavender and her husband will be present as representatives of the Cavender family.


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

The next regularly scheduled meeting of the Monument SWCD July 1, 2019 at 5:00 pm at the Monument Senior Center.

Approved by:


Chairman/Vice Chairman

7/1/19
Date


Recorded and submitted by

7/2/19
Date