

Minutes of the Blanchard River
Watershed Partnership Steering Committee

January 15, 2011

Members Present: Tim Brugeman, Richard Kozlowski, Robert Antibus, Sarah Lehman, Robert Connour, Jeff Loerke, Leo Schroeder, Randy Greeno, Doug Switzer, and Phil Martin

Ex-Officio Members Present: Robert McCall, OSU Extension; Mike Homsher, U. Findlay; and Joe Worden, Web Site.

Tim Brugeman presiding, Bob Connour recording.

The meeting was called to order at 9:38 am by Tim Brugeman

- The questions from the agenda were discussed by all members present. These questions were:
 - What importance do I feel the BRWP has to help our watershed?
 - What do I want from our meetings; how can I offer to help?

- Robert McCall from OSU extension talked and led a discussion about area watershed groups and what works best.

- Tim Brugeman led a discussion of business issues.
 - The 2011 meeting schedule was discussed, and where meetings should occur.
 - Tim talked about the handout on membership goals. J. Loerke motioned to accept, B. Antibus seconded, it passed unanimously.

- The Executive Committee reviewed the BRWP bank accounts at Chase Bank. Dick has made the transition as Treasurer from Nancy Benroth who has resigned last October (verbally given and accepted) and no longer on the Board. A review of finances was conducted by Thomas & Ridge CPA's of Findlay on a "Pro-Bono" basis in December. A thank you note for their in-kind donation for services valued at \$400 has been sent. A letter was received from Robin Ridge stating no discrepancies were noted, along with a short list of recommendations for improvement that we discussed. Dick reported that many of these changes are already underway, and that his wife Carol will be assisting him with the book keeping. The purchase and training of QuickBooks software is being considered. All agreed that the 4 designated check signers will be: Dick Kozlowski, Tim Brugeman and Sarah Lehman (presently authorized at Chase) Bob Connour as Secretary will be added (a current signer and Bob need to go to the bank to set up) Nancy Benroth needs to be removed from signers list by a copy of minutes designating same and cover letter from the President. Phil Martin is also listed on the account list since he is authorized for use

of the Debit Card. All agreed Chase Bank Debit Cards listed in the name of BRWP are authorized for Phil and Dick. The Bank will issue a third to Tim. Cards may be loaned to others but with discretion, and promptly returned with any receipts to give the Treasurer, but may not be honored since names are printed on the card.

- The strategic plan update was commenced with everyone agreeing that the mission and vision statements were still appropriate.
- Tim Brugeman informed the group that technically P. Martin is a consultant, not an employee of the BRWP.
- Strategic issues were discussed and some changes were made. These changes will be seen in the new strategic plan when it is updated.
- Meeting dates and time for 2011 were discussed. The third Thursday of each month was decided on to be the day, with 6-8:00 p.m. the time. The group decided to have meetings in Findlay, Ottawa, and Bluffton this year.
- Meeting was adjourned at 12:13 pm.