

**Minutes of the Blanchard River Watershed Partnership
Board of Directors' Planning meeting
Hancock County Engineer's meeting room
January 3, 2018, Findlay, OH**

E. Reynolds presiding, Bob Connour recording.

Present: B. Connour, T. Macke, E. Reynolds, B. Antibus, D. Croy, D. Kozlowski, J. McCleary, S. Myers, J. Haselman, C. Kirchner, A. Downing, B. Doyle and P. Martin

The meeting was called to order at 5:40 by E. Reynolds.

- E. Reynolds informed the board that T. Watson would be the new City of Findlay representative on the board, replacing G. Russell.
 - In addition, J. Augsburger has resigned as mayor of Bluffton. E. Reynolds informed the board she has reached out to the new mayor for a replacement representative.

- **Administrative items**
 - E. Reynolds reminded the board that everyone needs to pay their dues by the February meeting.
 - E. Reynolds said that she would like the 2018 board meetings to be on the 3rd Thursday of each month at 6pm. B. Doyle motioned to approve and D. Kozlowski seconded. It passed unanimously.
 - P. Martin said that we must update and approve our non-discrimination statement yearly. B. Connour motioned to approve and T. Macke seconded. It passed unanimously.
 - P. Martin stated that everyone needs to sign a volunteer form. Forms were passed around and signed.
 - P. Martin also asked people to keep track of volunteer hours and miles driven on a sheet he provided.
 - P. Martin stated that the board approves a grant and the grant contract needs to be signed. Historically, he sends the grant contract to everyone for concerns or input and then E. Reynolds signs it.
 - T. Macke motioned to allow the president or their representative sign grant submissions in 2018. B. Antibus seconded and it passed unanimously.
 - E. Reynolds said that the only current education and outreach committee work has been the rain barrel program.

- **Financial report**
 - T. Macke presented financial reports, including the 2017 year-end report, and went through them with the group.
 - B. Connour motioned to approve the reports and J. McCleary seconded. It passed unanimously.
 - T. Macke went through the 2018 budget with the board.
 - Discussions were had about this and the rain barrel contest.
 - Discussions were had about our expenses.

- **Watershed coordinator's contract**
 - T. Macke said that the Executive Board is looking into transitioning to S. Myers. Starting February 1, 2018 we are planning on putting P. Martin at 20 hours per week and S. Myers at 10.
 - P. Martin stated that he wants to stay at 30 hours per week for 2018 and lengthy discussion was had.
 - D. Croy motioned to keep P. Martins contract at 30 hours per week as is for the first quarter of 2018 and to hire S. Myers for 5 hours per week, with a \$320 a month stipend, for the same period. B. Doyle seconded and it passed unanimously.
 - Discussions were had about having more people looking at grant opportunities.

- **Committees**
 - E. Reynolds said that we need to look at our committee structure and see if it is still what we want it to be.
 - The Education/outreach committee said they wish to stay intact as they are.
 - E. Reynolds mention the Metrics committee has been meeting as an ad hoc to look at what measureable results we have to show how our work making water quality better.
 - Discussions were had about making this an actual permanent committee.
 - It was decided to keep it as an ad hoc committee for now.

- **BRWP Strategic Plan update**
 - E. Reynolds asked if strategic issue #1.6 should be placed elsewhere, perhaps as a standalone strategic issue.
 - B. Doyle and B. Antibus recommended keeping it simple and not moving it.
 - It was mentioned that a column needs to be added under issue 1 for 2020 grant implementation and updates.
 - B. Connour motioned to table this discussion until the February meeting and T. Macke seconded. It passed unanimously.
 - J. McCleary spoke about going to 3 regional meetings where they talked about things regarding the CAC. She went through these with the group.
 - E. Reynolds said that when the CAC committee is complete the information needs to be folded into the strategic plan.
 - It was asked if perhaps we need another board meeting to go through this, and it was decided to meet again on Thursday, January 18th from 6:00-8:00 pm.

- **Coordinators comments**
 - P. Martin presented a handout and went through it with the group.
 - Discussions were had about the rain barrel contest
 - P. Martin said that he recommends letting the education committee decide whether to continue at the fairs. He recommended putting it in the budget and if we do not do it the funds will still be there. No decision was made.

- **Discussions and wrap up.**
 - E. Reynolds asked to approve the 2018 budget.
 - J. McCleary motioned and T. Macke seconded. It passed unanimously.

The meeting was adjourned at 8:27pm.