

**Minutes of the Blanchard River Watershed Partnership
Board of Directors meeting, 6:00 - 8:00 p.m.
June 7, 2016, City of Findlay meeting room, Findlay, OH**

Theresa Allen presiding, Phil Martin recording.

Present: T. Macke, D. Croy, R. Antibus, P. Martin, G. Russell, C. Kirchner, D. Kozlowski, E. Reynolds, T. Allen, J. Augsburger and J. Haselman

The meeting was called to order at 6:00 pm by T. Allen

Agenda / Roll Call / Minutes

- The agenda was approved and the Roll call was taken
- P. Martin noted that the minutes from the May 3 meeting were approved as amended by a 7 - 0 email vote.
- P. Martin also noted that an email vote on which place to sponsor for the HSWCD Farm Tour was 8 - 3 in favor of sponsoring the University of Findlay's Western Farm site.

Treasurer's Report

- T. Macke presented a treasurers report and accompanying documents and went through them with the group.
 - Macke said that he had met with Grant Russel and Judy Augsburger to review financial procedures to see where there might be changes needed.
 - Macke noted that all money would be kept in the General Fund and appropriated from that fund to other categories.
 - Income/Expense for each project would still be track to show net loss/profit, but the money would be in the general fund.
 - Macke mentioned the potential need for an outside review of the BRWP's books on a yearly basis.
- R. Kozlowski moved and E. Reynolds provided a second to approve the financial report as presented. The motion passed unanimously.

Old Business

- **Community Advisory Committee (CAC)** - T. Allen gave an update. In her update she mentioned:
 - the committee had identified the desired CAC outcomes
 - P. martin would contact other groups and start to develop a "State of the Watershed" presentation.
 - Three regional meetings will be held early in 2017 at three locations: Bluffton, Findlay and Ottawa.
 - A timeline was presented.

- **Education & Outreach Committee**

- **Tent Use** - P. Martin reviewed the criteria and proposal for use of the tent. After some discussion it was agreed to eliminate any delivery of the tent and to require the tent be taken down each night.
- **Brochure / Posters**
 - a. P. Martin provided a sample of a new brochure “A Citizens Guide to the Blanchard River Watershed Partnership.” The focus of the brochure is on the BRWP. After some discussion, it was agreed to pursue the brochure. A second brochure “A Citizens Guide to the Blanchard River Watershed” will be developed. The focus of this brochure will be on aspects of the Blanchard River watershed.
 - b. P. Martin provided a sample of a poster “How Am I Connected to Lake Erie.” He said that this poster will be given to area schools, libraries and other public place. A second poster with an Agriculture Theme is being planned.
 - c. P. Martin presented Project Proposal 2016-15 from the committee. The proposal requested that \$1,000 be appropriated for printing of the brochures and posters. E. Reynolds moved and T. Macke offered a second to approve Project Proposal 2016-15. The motion passed unanimously.

- **Board Governance Committee** - E. Reynolds mentioned that the Board Governance Committee had met on May 31, 2016. The committee discussed the Community Advisory Committee and worked on an update to the mission statement.

- **Coordinator’s Work Plan**

P. Martin noted the he had emailed an electronic copy of the Work Plan had been emailed to the Board of Directors. He asked that the members send any comments to him. Several members thought the plan was well done, but they had not had a chance to review the plan. T. Allen thanked Martin for his work on developing the Work Plan.

New Business

- **Watershed Action Plan (WAP)** - P. Martin asked for approval to begin writing another WAP. He mentioned that the State wants the WAP to be written at the 12-digit watershed level. T. Allen asked for any volunteers that might be willing to help with the plan. C. Kirchner and R. Kozlowski agreed to help on developing the plan.
- **Mission, Vision and Values** - T. Allen reviewed the need to update our mission statement. She presented a mission statement updated by the Board Governance and approved by the Executive Committee. After some discussion, E. Reynolds moved and J. Augsburg provided a second to approve the mission statement. The motion passed unanimously. The updated mission statement will be presented to the general membership for final approval at the 2016 Annual Meeting.
- **Term Limits for Board of Directors** - T. Allen provided an updated “Term Limits” schedule for Board of Directors rotation that was developed by P. Martin. After some

discussion, R. Kozlowski moved and C. Kirchner provided a second to approve the Terms Limits schedule. The motion passed unanimously. The new Term Limits schedule will be presented to the general membership for final approval at the 2016 Annual Meeting.

- **Coordinator's Contract** - T. Macke informed the group that the coordinator's grant has been extended for 11 months until June 30, 2017. He noted that there would be enough money in the general fund to cover the BRWP's obligations for the extension. After some discussion, T. Macke moved and C. Kirchner provided a second to the motion. It was approved unanimously.
- **MOU Extension for Coordinator's grant** - T. Allen mentioned that Executive Committee has approved her signing the MOU Extension for the Coordinator's grant with the PSWCD. T. Macke will take the signed MOU to the PSWCD. The PSWCD has given verbal approval, but will provide a final vote at their June meeting.
- T. Allen mentioned she would like to use the tent at a WIC event in Hancock County on July 14.

Watershed Coordinator's Comments

- P. Martin presented a handout of the report and went through it with the group. The report reviewed the active, potential and grants awarded but not signed.
 - Martin mentioned the two Great Lakes Basin grants he wrote for HSWCD and the PSWCD have been awarded. There is money in each grant for the coordinator.
 - Martin mentioned two other grants that are available. He asked the board to send him any ideas for these grants
- P. Martin mentioned that he has been contacted by a stakeholder concerning some land they would like to enroll in some conservation program. Martin said that he has contacted several agencies about the land and will put together options for the owner.

Other matters

- After some discussion, it was decided not to hold a July Board of Director's meeting since the meeting would be held on the day after the July 4th holiday.
- P. Martin mentioned that the August BOD meeting has included a social get-together in the past. After some discussion, it was decided to look into holding the meeting at the Gilboa Winery on Thursday August 4, 2017.

The meeting was adjourned at 7:50 p.m.

The next meeting will be on August 2016 at a site and time to be determined.