

Middle Fork Willamette Watershed Council  
Board of Directors Meeting

20 Aug 2008  
Lowell, OR  
6 PM

Present: Nancy Sawtelle, Barbara Hazen, Chuck Davis, Chuck Spies, Eve Montanaro, Stephanie Schroeder

I. Approval of Agenda – Mr Davis

Ms Montanaro said she would have some additions.

II. Approval of the Minutes of the July BOD Meeting Minutes – Mr Davis

The Minutes were corrected as follows. Under Section VII. Employment Contract. The portion of the Q and A section referring to an attorney reading the contract and approving it should be deleted as an attorney did not read them and approve them for the MFWWC but for other organizations from which the templates were received. **Motion:** To approve the Minutes as corrected. Passed unanimously.

III. Announcements

- Ms Montanaro listed the handouts that were to go in each of the BOD notebooks. The Secretary must keep a paper copy of the minutes.
- Ms Sawtelle said that she will be stepping down from the advisory council. The BLM will continue to supply support but due to their budget and staffing levels it will have to be different. They will try to stay connected which will most likely be representatives attending the General Council meetings. Ms Sawtelle was thanked for all the work she had done for the MFWWC; she will be missed.

IV. Executive Director Update – Ms Montanaro

- The 3 positions we had posted have been filled. Our newly hired personnel will be highlighted in the newsletter. The Watershed Education Project Coordinator will be Cristina Watson. She will be moving here the first week in Sept. The Water Quality Monitoring Technician will be Aryana Ferguson. The Action Plan Work will be done by MIG. The next step will be establishing the contract agreements, orienting the new people to the projects and getting them started.
- Ms Montanaro would like to take some management training classes and will be looking for appropriate classes. This training would be grant supported.
- Ms Montanaro is thinking about a strategic/business plan for the MFWWC. She will probably start involving the BOD in 6 months. Anyone with any ideas for her to consider, feel free to contact her.

V. Grant Proposals – Ms Montanaro

- We have received a capacity building grant from the National Forest Foundation (NFF). It is an opportunity for a non-profit organization to get assistance to develop programs they have initiated or to develop bigger and better ones. This grant can support staff. The grant that is awarded is for \$70,000. In order to get this money we have to give them \$20,000, \$15,000 of which is in cash and \$5,000 of which is in kind. **Motion:** MFWWC accept the grant from NFF for \$70K, which includes \$15K cash and \$5K in-kind to go to the NFF and returned to the MFWWC. Passed unanimously. Ms Montanaro said that we have an in-kind tracking system in Quick Books to we do record in-kind hours.

- False brome Treatment. The MFWWC will most likely get \$224K for False brome treatment in the lower watershed for the next 3 years. Jenny has been the lead person on this project with assistance from Eve. We will hear for sure Sept 17.

#### VI. Birthday Wishes – Mr Davis

Happy Birthday next Wed to Ms Montanaro. Those who were present enjoyed a cheese cake tribute to Ms Montanaro.

#### VII. Projects – Ms Montanaro

- Education and Outreach. We are currently working with elementary students and are getting inquiries from middle school and high school students interested in community service projects. The NW Youth Corps is interested in collaborating on an outdoor school where high school youths could do community work. This would probably fall under the NFF grant. Cristina will be asked to head up the project.
- Floodplain Restoration Feasibility Study. The MFWWC has been on a stakeholder on the technical committee and also involved in the public outreach. The project has been on a back burner waiting for the Army Corps to determine their scope of work. They will be providing their part by Dec 08 so the project is starting to get more active. A stakeholder group Ms. Montanaro participated recently looked at potential restoration sites and maps were developed from this work session. TETRA Tech will be doing the design on the projects. Ms Montanaro and Pam Reber from the Coast Fork will be talking to interested landowners; they are planning on one – on – one meetings with them. After Dec/Jan she will have more information. Erik Petersen of the Army Corps will be presenting at the next General Council meeting regarding the Biological Opinion released on the 13 dams for the Willamette River system.

#### VIII. Executive Director's Contract – Mr Davis

The Contract Committee's report was sent out by email. The revised draft had a few typos, which Mr. Davis recorded and will correct in the final version. **Motion:** That we approve the employment contract dated 8/19/2008 between the MFWWC and Ms Montanaro. Passed unanimously.

#### IX. Comments – Mr Davis

- Mr Davis thanked Ms Montanaro for backing up all the MFWWC records.
- He thanked Ms Sawtelle for helping procure BLM funds.
- He mentioned that we are closing out some of our grants and that Ms Montanaro is working on the final reports. Ms Sawtelle suggested that Ms Montanaro post the final reports on the website.
- Ms Burns has been in contact with Mr Davis and Ms Montanaro. She is working in CA on a fire crew. She will be out of town until mid-Sept but plans to be at the next BOD meeting. Mr Wilder has been sending her copies of the budget and the checkbook statement. She said that the papers she received all looked good.
- Mr Davis will miss the next 2 meetings. He will ask Mr Hart to chair them.

Next Meeting: 24 Sept 2008, Lowell, OR 6-8 PM

Meeting adjourned 7:53 PM.

Barbara Hazen  
Secretary