

Middle Fork Willamette Watershed Council  
Steering Committee Meeting

26 April 2006  
Lowell, OR  
6:30 PM

Present: Chuck Davis, Adam Ulrey, Barbara Hazen, Peggy Marcus, Pat Burns, Stephanie Schroeder, Eve Montanaro

I. Introductions

Not necessary.

II. Approval of the Agenda

Agenda approved as written.

III. Approval of the Minutes of Mar 2006 Steering Committee Meeting.

Approval of the minutes was deferred as the self evaluation part is not out in email yet.

IV. Steering Committee Members Concerns and Announcements

Mr Ulrey said that he and Earl Dill will be looking at about 60 culverts. Kelly Reis and Ms Montanaro selected culverts in the lower watershed to be surveyed from the list in the Fish Passage project. Ms Reis then trained Mr Ulrey and Mr Dill in the assessment.

V. Coordinator Corner Ms Montanaro

- Ms Montanaro delivered 2 grant proposals to OWEB; one for the Buck Creek project and one for the Haws Oregon Chub Pond project. We will hear in Sept if they get funded. She decided not to pursue the Lost Creek Replanting Education project in this cycle; will submit that grant request in Oct. In the meantime Ms Lemmer has received some funding for the project; the BLM has also contributed some money toward it.
- We submitted a request for funding to the Governor's Fund for the Army Corps Floodplain study. We did not get the funding.
- She met with the Lane County Commissioners regarding the outreach for the Army Corps Floodplain study. The purpose of the meeting was to inform them about the study. The meeting went well. She plans to follow up with a meeting focused on the MFWWC.
- Ms Montanaro rode some of the trails in Elijah Bristow State Park with the equestrian group and discussed trail maintenance. They coordinated the schedules for trail maintenance and for work on Phase 2. Dates for trail work parties are May 13-16 and Jun 17-20. She encouraged participation of the Steering Committee members. The work will be mostly raking gravel. Marc Paulman will be helping spread the gravel with his tractor on the May dates.
- Reports on the four completed small grants were submitted to ELSWCD. The projects are done except for the 2 year follow-up reports which Dave Bontrager will do. Payment for these reports stays with the fiscal agent until they are done.
- Ms Montanaro will be on vacation from 5 May to 14 May.
- Sunday April 30 there will be a tree planting at the Buckhead Natural Area. Meet at the

Mid Fork Ranger Station at 2 PM.

- She will be working with children from Lundy Elementary School, Grades 4 and 6.
- We will be doing Down by the River Clean-up in cooperation with the Army Corps. We don't have a site yet; Kristina is working on it.
- Ms Montnaro is developing the RFP for the project manager for Phase 2.
- Paul Sheerer isn't able to speak at our May meeting. Ms Montanaro would like to change the General Council meeting to a tour on Sat May 20<sup>th</sup> in the upper watershed, perhaps of the restoration work done and the OR Chub pond. SC approved the concept.
- Phase 1 is doing well. The trees survived the flooding well. There is some damage to the trails from the flooding. When Lost Creek flooded it did take out 3 to 4 ft of the ODFW planting.

#### VI. Budget Update: Ms Burns

Ms Burns, the new treasurer, made her first presentation of the budget. There were several questions which were either resolved or will be resolved soon. Great Job, Pat.

#### VII. Non-profit 501©3 Status Information: Ms Schroeder

Ms Schroeder passed out a 1 ½ page summary on how to become a nonprofit agency. There are 4 steps that we would need to do. She has contacted David Atkin; it would cost around \$1500 for him to do the work. TACs would probably cost less.

- Benefits: ability to apply for private foundation grants, liability protection for the board of directors, could have a bank account and do our own fiscal management
- Drawbacks: We would need a bookkeeper/accountant and the money to pay them. We would also have to come up with about \$2000 for the filing, etc.
- Next steps:
  1. Find the \$2000. OWEB will not let us use their money to become a Nonprofit.
  2. Get the Articles of Incorporation from a couple of other watershed councils that have already done this.
  3. The Steering Committee needs to vote on bringing the question of pursuing non-profit status to the Jun General Council meeting. This can be done by email.

#### VIII. Coordinator Evaluation Results Mr Davis

Mr Davis reported that almost everybody responded to the evaluation questionnaire. Not everybody evaluated every item. The committee then discussed the items with Ms Montanaro. The committee thanked Mr Davis for all his work on this evaluation.

#### Outcomes:

- Ms Montanaro needs feedback when she sends out email. This could include "This deserves my attention, but I am too busy to get back to you" if that is the case.
- We should look more closely at who facilitates the Steering Committee meetings. Ms Montanaro might be able to participate more freely if she weren't doing the facilitation.

Meeting adjourned 9:15 PM.

Barbara Hazen  
Recorder