

**Snohomish Conservation District
Board Meeting Minutes
Tuesday, January 28, 2020**

Present:

Mark Craven, Board Chair	Steve Van Valkenburg, Board Supervisor
Libby Reed, Board Supervisor	Clayton Smith, Associate Board Member
Sarah Jones, SCD Staff	Linda Lyshall, SCD Executive Director
Kathryn Wells, SCD Staff	Holly Lund, SCD Staff
Mike Keller, SCD Staff	

The meeting was opened at 5:10 pm by Board Chair Mark Craven. There were 2 revisions to the agenda items for the meeting.

Staff Introductions

Introductions were made for Kathryn Wells, new Communications Program Manager

Approve December Board Meeting Minutes

Libby Reed moved to accept the December 17th, 2019 Regular Board Meeting minutes. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Financial Reports

Steve Van Valkenburg moved to approve the 2020 Budget. Libby Reed seconded the motion, and it passed unanimously.

Steve Van Valkenburg moved for the payment of vouchers/warrants: EFT's and checks #9705 - #9785 totaling \$496,173.44; and to accept and approve the December 2019 Receipt Register, Check Register, and Treasurer's Report. Libby Reed seconded the motion. The motion passed unanimously.

Steve Van Valkenburg reviewed the bank statements.

The Board of Supervisors reviewed:

- Outstanding Invoices
- Employee vacation and sick leave as of January 10, 2020

Board approved issuing credit cards to all Program Leads including Taylor Pesce, WCC Crew lead.

Partner Presentations and Discussion

Discussion about our desire to help smaller districts in a collaborative effort with larger districts and potential contributors. Happy these conversations are happening around the area. Build a strategy and bring a proposal.

Robust conversation around clean fuel standards and our desire to support local farmers.

Staff Reports

Exit report given by Mike Keller, IT, as he prepares to retire. Many thanks given for 8 years of service to the district.

Committee Reports

County treasurers meeting was discussed at length.

Sustainable Lands Strategy (SLS):

Linda may join the Executive Committee

Ag Board

Cancelled due to snow

WACD

WACD Legislative Day was attended by Linda, Mark and Clayton and good work was done. Clayton and Libby stayed for the Annual Meeting that followed.

Climate Action Advisory Committee

Linda is now on the Committee starting next month.

Agricultural Easement Sub-Committee

Linda has joined but no meetings are scheduled yet.

Pollinator Committee

Clayton has joined.

Elections/Appointments Update

Holly Lund reported that one candidate submitted their application for the elected position, and all paperwork is in order. To assist the voters we will publish the nominees paragraph showing their desire and qualifications to be elected should

this candidate provide this information. Requests for absentee ballots need to be received by Holly no later than 3:00pm on February 11th.

The WSCC will process applicants for the appointed position that is open.

Executive Director's Report

All-staff strategic planning retreat was held at Brightwater in Woodinville on January 23rd. Guest speaker spoke from the Climate Change Action team at the UW encouraging strategic planning be a part of our work.

Agreements and Contracts

Signatory authority discussion. Mark and Linda will be the only ones signing contracts.

Libby Reed moved to have contracts under \$10,000 signed by Executive Director. Contracts over \$10,000 to be brought to the Board and signed by Board Chair. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Minimum contract amount discussion occurred with several suggestions. Linda will come back with proposal next meeting.

Potential New Contract – PIC – discussed. Possible Pollution surface management and Department of Health collaboration. Livingston Bay discussion: Possible work with Whidbey Island trust.

Libby Reed moved to approve Contracts and Cost Share agreements with:

- 2020 Plant Sale
- French Slough Flood Control District

Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Miscellaneous Reports and Set Next Meeting Date

NACD Conference, February 7-12, 2020 will be attended by Mark and Linda.

SCD Board election to be held February 18th from 12:00 – 4:00 at the District office.

Our next Board meeting will be held at 5:00pm at the District office on Tuesday, February 18th, 2020. Proper notice will be distributed to the public.

Meeting was adjourned at 8:00 pm.

SUMMARY OF OFFICIAL ACTIONS

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Chairman Mark Cannon Date 2-18-20

Secretary _____ Date _____