Executive Committee Meeting
June 24, 2014
River Raisin Watershed Council Office
320 Springbrook Ave., Suite 102
Adrian, MI 49221

Roll Call
Chairman May called the meeting to order at 3:12 PM.

Executive Committee Members Present: Steve May, Sybil Kolon, Laurie Johncox, Hedi Kaufman, Evan Pratt (Washtenaw County Alternate)

Executive Committee Members Absent: David Hoffman, Yousef Rabhi, John Calhoun

Others Present: Philip Rubley, Laura Baslock, RRWC Program Director Carley Kratz

Approval of May 13, 2014 Executive Committee Minutes
Kolon noted two amendments to the May 13th meeting minutes. Under the Board Bond section 7 members of the board will be bonded instead of 4. Under the RRP section The Nature Conservancy was not a founding partner, but RRWC was. Johncox made a motion to approve the amended minutes, the motion was supported by Pratt. Motion carried by voice vote.

Approval of Agenda
The agenda was amended to include a discussion on the frequency of meetings under new business. A motion to amend the agenda was made by Kaufman and supported by Kolon. Motion carried by voice vote.

Introductions
Philip Rubley was introduced to the board members.

Treasurer’s Report
Philip Rubley CPA Report
Rubley handed out financial reviews prepared for the RRWC business in 2013. He explained each page of this review including the responsibilities of the CPA and the RRWC, the bank account balance, inventory, funding that is temporarily restricted for specific purposes and functional expenses. The review showed that the RRWC is in good financial standing as a 501 (c) 3 non-profit. An official audit will be conducted for fiscal year 2014 at its completion. Pratt made a motion to accept the financial review, Kaufman supported this motion. Motion carried by voice vote.

Board Bond
Kratz will need to contact Decker and Flowers about finalizing the board bond agreement.
2014 Budget to Date
A handout was provided of the budget to date. It was noted that the grant funding from the Lenawee County Conservation District grant through the National Fish and Wildlife Foundation was received for the first fiscal quarter in the amount of $2,901.25 for part-time help from Kratz.

Approve Disbursement for Outstanding Bills

Motion by Johcox seconded by Pratt to approve payment of five outstanding bills:
- Lenawee County Printing bill, 15 pieces of postage and a USB drive: $11.81
- Philip Rubley, financial review of 2013: $650.00
- I.T. Right, yearly maintenance of the website: $500.00
- Payroll bill for Kratz wages from February to the end of May totaling: $9,895.73
- Approved expense to obtain the board bond: $359.00

Motion carried by voice vote.

Coordinator's Report
Membership Update
Two handouts detailing municipality, corporate and individual membership to date were provided. It was noted that 46 municipalities had joined to date, totaling $18,373 in municipality membership dues. Corporate and individual dues collected totaled $995.77. A report will be prepared for each county regarding the amount of dues owed, as all municipalities that have not paid dues have now received a final notice in the mail.

Funding and Sponsors
Kratz reported that the RRWC received $1,545 from MiCorps to help support the River Raisin Rescue cleanups this summer. A handout was provided of the budget.

Motion by Johcox, supported by Pratt to allow Kratz to obtain a RRWC credit card for the use of purchasing supplies related to the summer cleanups and other expenses as they are pre-approved by the board members. The $500 spending limit and other stipulations made in the RRWC credit card policy will apply. Motion carried by voice vote.

Kratz noted she would need approval from the board to accept the MiCorps grant, and to apply for larger funding sources in the future.

Motion by May, supported by Johcox to authorize Kratz to apply for and accept funding proposals from granting agencies up to $50,000, so long as the funding is consistent with the Watershed Management Plan. Motion carried by voice vote.

Motion by Kaufman, supported by Pratt, to authorize spending up to $600 on T-shirt printing for the cleanups. $100 of this was supported by funding from Michigan International Speedway, $100 of this was supported by funding from Tecumseh Paddling Company, and $270 of this will be supported by the Volunteer Stream and Creek Cleanup grant funding. The total cost from the RRWC budget is therefore $130. Motion carried by voice vote.
Correspondences
There were 8 phone calls, nearly 400 emails, no new Twitter followers and 73 Facebook likes since the last executive committee meeting.

- A few interested paddlers were directed to the water-trails map that is now available online. The map was assembled by Kratz.
- Kratz has been in communication with Michelle Selzer from the Office of the Great Lakes, Lauren Lindemann from The Nature Conservancy and others about the use of two-stage ditches in the watershed and the possibility of using this and other methods in a RCPP proposal.
- There is a willow tree down south of the dam in Manchester that needs to be removed by volunteers.
- Adopt-A-Stream had to be postponed many times and some volunteers were lost in the process. It should run more smoothly next fall when Dr. Jim Martin’s laboratory is done being renovated.
- Two citizens called about E. coli concerns.
- Two citizens from lakes called about invasive species concerns.
- Two citizens emailed about sediment and dam removal concerns.
- The village of Deerfield is going to appoint a new representative.
- Citizens in Freedom Township would like to get an additional Adopt-A-Stream site in their area.
- Some new volunteers may be interested in helping out over the summer.
- The Monroe County Conservation District will be assisting with the August 16th cleanup.
- Kratz will join a subcommittee of the Lenawee County Solid Waste Committee to discuss the dumping situation on Academy Road.

Program Director Kratz reported giving presentations at/met with/attended the following during the past month:
- Adrian area Kiwanis Club (presentation)
- Adopt-A-Stream (presentation)
- Mycoremediation Workshop hosted by RRWC (presentation)
- Monroe City Council (presentation)
- Lake Erie Water Festival with 6th grade classes (presentation)
- Lenawee County Solid Waste Committee (discussion)
- Met with Hidden Lake Gardens educational coordinator for possible partnering on events (discussion)
- Attended the Great Lakes Clean Communities Network workshop in Chicago (discussion-funded by scholarship)
- Amcor Safety and Sustainability Fair (fair & expo)

Partial List of Upcoming Events-more detail on the website

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>June 26</td>
<td>presentation at the Adrian Library</td>
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<tr>
<td>June 28</td>
<td>cleanup in Brooklyn</td>
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<tr>
<td>July 12</td>
<td>a presentation to Mud Lake residents</td>
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<tr>
<td>July 19</td>
<td>cleanup in Adrian</td>
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<tr>
<td>July 20–26</td>
<td>Lenawee County Fair</td>
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Partnership Updates
LCD Grant
Kratz organized and held the first advisory committee meeting for the NFWF funding in partnership with the Lenawee Conservation District on June 10th. Another meeting will be scheduled later in the summer. Reimbursements from the grant to the RRWC for the second quarter have been reported to the funding agency and should be received in a few weeks.

RR Partnership
The RRP met on May 21, 2014. It was agreed that the RRWC should assume a leadership role in the RRP now that we have staff. The 2013 319 grant proposal was turned down. Another meeting has been scheduled on August 4th at Ives Road Fen, in part to discuss the 2014 319 Request for Proposals (RFP) that is expected at the end of July.

Committee Reports
Kolon reported that the Outreach Committee met on June 5th at the Saline Middle School. The Saline 7th graders gave a presentation on water quality in the Saline River. The committee discussed that water-trails map, things to add to the website, and preparation for the Lenawee County Fair.

No other committees have met.

New Business
Pratt asked if there is need to have so many meetings. Correspondences with the Program Director will now be emailed out ahead of time and will not be discussed in great detail at the meetings. No plan was made to alter the current schedule of meetings at this time.

Next Meeting
The next meeting will be July 29th at 3 PM. The location has tentatively been set at the RRWC office in Adrian.

Adjournment
Kolon made a motion to adjourn the meeting at 5:02 PM, Kaufman seconded this motion. Motion carried by voice vote.

Respectfully submitted by Carley Kratz
RRWC Program Director
June 27, 2014

Approval of Minutes

Date:
Secretary: Hedi Kaufman
Signature: