



RIVER RAISIN WATERSHED COUNCIL

320 Springbrook Avenue □ Suite 102 □ Adrian, MI □ 49221 □ 517-264-4754
rrwc@lenawee.mi.us □ www.riverraisin.org

**River Raisin Watershed Council
Executive Committee Meeting Minutes
November 18, 2015 – 3:00 PM
River Raisin Watershed Council Office
320 Springbrook Ave, Suite 102
Adrian, MI 49221**

1. Roll Call

- a. Chairman Calhoun called the meeting to order at 3:00 p.m.
- b. Executive Committee Members Present: Laurie Johncox, Sybil Kolon, Evan Pratt, Commissioner KZ Bolton (came in late)
- c. Executive Committee Members Absent: Dave Hoffman
- d. Others Present: John Chandler – Supervisor of Summerfield Twp., Al Boggs – Supervisor of Dover Twp., Allan Hare – Delegate, Richard Holdridge – Delegate, Stephen May – Executive Director

2. Approval of September 16, 2015, Executive Committee Meeting Minutes

- a. Motion by Johncox, second by Pratt to approve the minutes. **Motion carried by voice vote.**

3. Acceptance of Hedi Kauffman resignation from Executive Committee

- a. Motion by Johncox, second by Kolon to accept the resignation of Hedi Kauffman. **Motion carried by voice vote.** It was noted by all members the great supporter she was of the RRWC and its goals and vision.

4. Appointment of New Member to the Executive Committee

- a. Motion by Pratt, second by Calhoun to appoint John Chandler – Supervisor – Summerfield Township to the vacant position on the Executive Committee. **Motion carried by voice vote.**

5. Appointment of temporary Secretary for November 18, 2015 Meeting.

- a. Motion by Pratt, second by Johncox to appoint Sybil Kolon to temporary secretary until the position can be filled. **Motion carried by voice vote.**

6. Treasurer's Report

- a. The Treasurer's Report for the period September 9, 2015 through October 31, 2015 was distributed and reviewed by Johncox. Motion by Kolon, second by Pratt, to accept Treasurer's Report. **Motion carried by voice vote.**



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- b. Approve Disbursements for Outstanding Bills: New bills reported: \$23.06 to Visa credit card for a total of \$23.06. Motion by Johncox, second by Calhoun, to authorize payment of these bills.

Motion carried by voice vote.

7. Adopt 2016 Budget

- a. Discussion to change 2016 projected surplus from \$6,150 to \$5,150. Motion by Johncox, second by Pratt, to approve the 2016 Budget. **Motion carried by voice vote.**

8. Program Updates

- a. TSN GLRI Sub-Award Contract: May reported that the sub-award contract for the Cooling the Hot Spots grant had been finalized - \$6,900 per year for (3) years – Grant amounts included in the 2016 budget. May reported on a conference call he participated in on the grant. Several meetings have been attended and partnerships are starting to develop. RRWC main focus will be on monitoring and sampling selected hot spots and will be partnering with Adrian College and MSU-IWR Interns.

9. Membership Updates: No new members to report.

10. Other Funding Updates:

- a. May submitted two proposals for the MI Cares grant; 1) \$2,000 to update watershed maps and print more activity books; 2) \$2,500 for a multi-media presentation screen (42" monitor) – no word on funding as of 11/18/15

11. Partnership Updates

- a. LCD Grant & Farmers Advisory Committee: May reported that the LCD Farmers Advisory Committee grant had been awarded to RRWC for a 3rd consecutive year or an additional year for \$16,000. Contract was signed and the next Farmers Advisory Conference will be held on December 10, 2015 at the Old Mill, Dundee Michigan.

12. Committee Reports

- a. Current chairs of each committee as follows: Outreach – Kolon; Technical – May; Development – Calhoun; Administrative – Pratt; Financial – Johncox.
- b. Outreach – Discover the Raisin Grant Program – Application to be included on Social Media and Website and distributed to local school districts, news outlets, and other interested parties. Applications to be returned by January 16, 2016.
- c. Technical – May reported that the River Raisin – City of Adrian Study was still being considered and that funding was almost completed for the entire amount - \$7,200.
- d. Administrative – Brief discussion on the need for amendments to the bylaws in fall of 2016.
- e. Financial – Year End preparation was beginning for 2015 Audit by Phil Rubley



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13. Old Business

- a. None

14. New Business

- a. Executive Director May presented a proposal to purchase new display, monitor, and misc. equipment to be used at conferences, fairs, festivals and the like. Motion by Pratt, second by Johncox to purchase new display, monitor, and misc. equipment – not to exceed \$1,200. **Motion carried by voice vote.**
- b. Executive Director May requested that RRWC be a participant in the River Raisin – City of Adrian Study for up to \$250 as a good faith participation in the study. Motion by Calhoun, second by Johncox to approve up to \$250 for the ENG. Engineering study. **Motion carried by voice vote.**
- c. Dues notices will be sent out by December 18, 2015 – Dues to remain the same.

15. Next Meeting - January 20, 2016 10:00 AM – Tecumseh Police Meeting Room.

16. Adjournment

- a. The meeting concluded at 4:40 p.m.

Respectfully submitted by Stephen May – Executive Director
December 2, 2015

Approval of Minutes

Date: _____

Secretary: _____