River Raisin Watershed Council Executive Committee Meeting  
August 5, 2015  
Tecumseh Police Department Meeting Room  
Tecumseh, MI

Documents received:

2. Program Director’s Report, Late June – July 2015
3. Resumes (unsolicited) from
   a. Aleta L. Daniels
   b. Amy Forrest Gilhouse
   c. John Hummer
4. Materials from our July 23 strategic planning meeting: list of attendees with contact information, reports from each of the six committees (Financial, Technical, Development/Fundraising, Administrative, Development, Outreach)
5. A proposal “Development Plan and Initial Implementation Plan: RRWC” written by Margaret Porter Kratz at Program Director C. Kratz’s request.
6. PowerPoint presentation “Nonpoint Source Grants Webinar” (Michigan DEQ)

1. Roll Call
   Chairman May called the meeting to order at 4:00 p.m.
   Executive Committee Members Present: Steve May, Laurie Johncox, John Calhoun, Evan Pratt, Sybil Kolon, David Hoffman, Hedi Kaufman

   Executive Committee Member Absent: none

   Others Present: Bruce Caswell, Larry Feldpausch, Bob Jenson

2. Approval of July 1, 2015, Executive Committee Meeting Minutes
   The date of the meeting was omitted from the heading. Motion by Calhoun, second by Kolon, to approve the minutes with the correction to add the date. Motion carried by voice vote.

3. Approval of Agenda
   Motion by Hoffman, second by Pratt, to approve the agenda with the deletion of item 4a (2015 Budget to Date of July 23rd). Motion carried by voice vote.

4. Treasurer’s Report
   Johncox reported bills: Visa $11.78; Lenawee County Printing $2.94 for a total of $14.72. Motion by Pratt, second by Calhoun to authorize payment of these bills. Motion carried by voice vote.

5. Chairperson’s Report
   a. May reported that the TSN GLRI (The Stewardship Network, Great Lakes Restoration Initiative) Sub-Award contract has been extended by one year – to a third year – beginning October 1, 2015. Steve, I understand this is not accurate. Please correct, or, should this be deleted?

   b. No new additions reported for membership updates.

6. Partnership Updates
a. LCD Grant & Farmers Advisory Committee: there is a verbal commitment for funding ($1500) for one more year.

b. TSN Grand Raison Cluster: grant agreements were signed in July. This grant provides $6,900 per year. ?? Steve, please confirm or correct for three years, beginning March 2015.

c. Kolon announced that she had been informed that the University of Michigan is interested in RRWC being a partner to the next round of 319 (Nonpoint Source Pollution Control) Grants. Kolon indicated UofM intends to submit a letter of intent, which is due August 12. RRWC would not need to provide a letter of support or a specific commitment in order to be listed as a partner. Kolon will contact UofM for more information.

d. May announced other webinars and grant opportunities, one of which addressed updating of watershed management plans. Our plan is ready for an update.

7. Committee Reports
May distributed copies of the reports received from each of the groups meeting at our strategic planning activity on July 23, 2015, at the Cambridge Township Hall. Each group reported on the following: members, committee goals, watershed subjects to address, WMP implementation, partner agencies, projects and timetables, the longer term. These reports are informal, but provide a direction for future actions and will be posted on our website.

Kolon reported that she had consulted with Diana Kern at the New Center (for non-profits – they assisted us with the revision of our bylaws in 2012) in Ann Arbor regarding our bylaws and the matter of an alternate for an executive committee member voting when the regular member is absent. Kern advised that the bylaws should be amended to address this. Regarding the difficulty we've had securing a quorum of delegates at the spring and fall meetings, Pratt suggested we explore our definition of a “quorum.”

Note: Caswell, Feldpausch, and Jenson had to leave at this point in the meeting, all having had previous engagements. May excused himself.

8. Old Business – Program Director Position
Members of the EC, Hoffman, Calhoun, Johncox, Kolon, Pratt and Kaufman, discussed filling the position of Program Director for the RRWC. Our decision, after much consideration, resulted in the motion to hire Mr. May, who had offered to serve in that role. Motion by Pratt, second by Johncox to approve Steve May as our program director with the same goals as listed in the previous program director’s job description, with added emphasis on fundraising; salary to be $25 per hour for a maximum of 25 hours per week; effective October 1, 2015; subject to performance evaluation in three (3) months. Roll call vote: Pratt, yes; Hoffman, yes; Kaufman, yes; Johncox, yes; Calhoun, yes; Kolon, yes. Motion carried unanimously.
Pratt will prepare a press release.

9. New Business
None

10. Next Meeting
The next meeting will be Wednesday, September 17, 3:00 p.m., at the Tecumseh Police Department meeting room.

11. Adjournment
Motion by Pratt, second by Johncox to adjourn at 5:40 p.m. Motion carried by voice vote.