



P O Box 95 Monument, OR 97864

MEETING MINUTES

October 4, 2021

Monument Senior Center

Monthly Board Meeting

Call to Order – Jim Bahrenburg called the meeting to order at 5:00 pm.

Board of Directors in attendance –Brian Campbell, Jim Bahrenburg, Troy Cox, and Jeff Thomas. Carrie Jewell (Associate Director).

Staff – Erik Rook (District Manager), Patrick Baxter (Office Assistant), and BA Robbins (Fiscal Manager) via phone.

Guests: Aaron Roth (NCRS) via phone and Greg Hill

APPROVAL OF MINUTES:

A motion was made by Jeff Thomas to approve the meeting minutes from 9/13/21 and was seconded by Brian Campbell. The motion passed by unanimous vote.

AGENCY/ORGANIZATION REPORTS

NCRS: Aaron Roth provide Office Protocol Updates for COVID: Due to the uptick in COVID cases in the area, the office is closed to the public. They are available for outside meetings only; call and schedule as needed. The RCPP deadline is Nov 19th and this will complete the funding through 2022, the last year for it. Aaron and Jay Gibbs will attend in person at the next board meeting to discuss future RCPP funding opportunities.

DISTRICT BUSINESS

1. District Manager Report: Erik was welcomed by Board as new District Manager. He gave a transition and grant status report, and will focus upcoming grant submissions; including Engle Juniper Cut, Shultz Juniper Cut, Longview Ranch, and Camp Creek. Erik met with Lindsey (ODFW) concerning the Small Mouth Bass Grant status and will also meet with the Tribes to discuss the Snorkel Survey. He also met with Maria Snodgrass to discuss the ODA quarterly report that is due October 15th, it is on track. Erik is planning to attend Grant SWCD SIA meeting on 10/7/21.
2. BA Transition Report: BA has maintained contact with the office and continued with office duties and cross training when available. She expressed her appreciation for the support given through the transition.
3. Financial Report: BA provided the financial report along with supporting documentation. A motion to approve the report was made by Jeff Thomas and seconded by Troy Cox. The motion passed by unanimous vote.

4. Monument Vegetation Management (MVM) Report: Erik presented Larry's report. Winter round of Small Mouth Bass sampling has begun with ODFW, with Snorkel Surveys to follow. Data logger collection and winterization of equipment continues.
5. Office Assistant Report: Patrick has been working with BA on cross training for QuickBooks and Banking procedures.

OLD BUSINESS

1. Associate Director: A motion was made by Jeff Thomas to appoint Carrie Jewell as Associate Director, and seconded by Brian Campbell. The motion passed by unanimous vote.
2. Day in the Park: Larry's report stated that "Day at the Park" speakers were great and informative. Landowner attendance was small, and there is a small local interest in Batallion Pro. Patrick worked with Michelle Engle to organize Skills USA students to provide food and beverages to the Day in the Park event.

BA suggested that the Skills USA donations from the "Day in the Park" event be rounded up to \$200. A motion to approve made by Jeff Thomas and seconded by Brian Campbell. The motion passed by unanimous vote.

NEW BUSINESS

1. Document Signing Authority: A motion to approve Erik Rook for document signing authority as the District Manger was made by Jeff Thomas, and seconded by Brian Campbell. The motion passed by unanimous vote.
2. Check Signing Authority: The Board discussed granting Erik Rook Check Signing Authority. Jim Bahrenburg made the motion to approve, and was seconded by Jeff Thomas. The motion passed by unanimous vote. The required documentation will be produced and provided to the proper financial institutions.

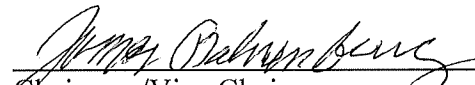
PUBLIC COMMENT

1. Greg Hill expressed his thanks for the opportunity to work at MSWCD, and briefly talked about his future plans.

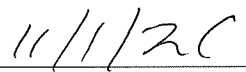
MEETING ADJOURNED: 5:33pm

MEETINGS: Next MSWCD board meeting to be held at the Monument Senior Center on November 1, 2021 at 5 pm.

Approved by:



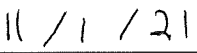
 Chairman/Vice Chairman



 Date



 Recorded and submitted by



 Date