

P O Box 95  
Monument, OR 97864

## ANNUAL MEETING MINUTES

May 01, 2023

Monument Senior Center

**Call to Order:** Annual Meeting was called to order by Erik Rook at 4:57 pm.

**Board of Directors in attendance** –Jim Bahrenburg, Lisa Atkin, and Brian Campbell

**Associate Directors in attendance** – Judy Cavender

The Annual Monument Soil and Water Conservation Report for 2021-2022 was presented to the Board by District Manager Erik Rook and a copy of the annual report was presented and on display for the public.

The Annual Audit for 2021-2022 was presented to the Board by District Manager Erik Rook and a copy of the Audit was presented and on display for the public.

The Annual Meeting was closed at 4:59 pm.

### **Monthly Board Meeting**

**Call to Order** – The regular business meeting was called to order at 5:00 PM by Jim Bahrenburg. Board members in attendance: Jim Bahrenburg, Brian Campbell, Lisa Atkin (left at 5:54 PM), and Andy Watkins (arriving at 5:45 PM).

**Staff** – Erik Rook (District Manager), Todd Hoodenpyl (Office Manager), and Emily Schmidt (Project Manager).

**Guests:** Aaron Roth- National Resource Conservation Service, Kevin Chen (by phone) – ODF, John Volle.

### **AGENCY/ORGANIZATION REPORTS**

**NRCS:** Aaron Roth, NRCS report: Aaron spoke to the board about ongoing recruitment issues for their agency in Grant County. Aaron spoke about the Joint Chiefs grant in regards to fire fuel reduction and indicated that they had 40 applications already. Additionally, snowpack and drought maps were provided to the Board. Jim Bahrenburg had a discussion with Aaron about the possibility for more recruitment with NRCS at Oregon State University.

**NFJDWC** – No Report

ODF – Kevin Chen announced that he will be leaving his position and will be replaced by David Helmrich who had worked in the capacity in the past.

#### **APPROVAL OF MINUTES:**

**A motion was made by Lisa Atkin to approve the meeting minutes from the 4/3/2023 board meeting and seconded by Brian Campbell. The motion passed by unanimous vote.**

#### **DISTRICT BUSINESS**

1. District Manager Report: Erik Rook provided an update on current projects within the MSWCD. Erik updated the board on the retirement of Sue Greer from OWEB and announced that Amy Charette will take Sue's place as Region 6 OWEB Program Representative. A copy of the detailed district report is available at the MSWCD office.
2. Financial Report: Todd Hoodenpyl provided the Monthly Fiscal report along with supporting documents. Todd informed the board of account receivables, spoke about the large order/sell of herbicides, and grant funds due to Monument SWCD. **A motion was made by Brian Campbell to approve the report as presented and was seconded by Lisa Atkin. The motion passed by unanimous vote.**
3. Project Report: Emily Schmidt provided the board with an update on all current and potential projects worked on during the last month within the district. This included Smallmouth Bass, BDAs, and multiple landowner/project site visits. Emily also discussed with the Board the interest in the District starting their own Facebook page. The suggestion was positively received by the Board with no objections.

#### **OLD BUSINESS**

Budget – The 2023-2024 Budget, Budget Committee meeting minutes, and Budget Resolution 23-05-01 was presented to the Board by Eric Rook. **A motion was made by Lisa Atkin to approve Resolution 23-05-01 which approves the budget. The Motion was seconded by Brian Campbell. The Motion passed by unanimous vote.**

ODA Capacity – Erik discussed with the board that he was going to propose a new Focus Area in regards to the ODA Capacity Grant that will be submitted later this month.

#### **NEW BUSINESS**

Grant County Resource Fair – Erik informed the board on the success of the Grant County Resource Fair and estimated over 40 landowners were in attendance.

OWEB Board Meeting – Erik discussed with the Board that Monument SWCD staff had attended the OWEB meeting in Keizer, Oregon. Erik informed the Board of the significance of MSWCD attending.

2021/2022 Audit - Erik provided the Board with a copy of the 2021-2022 Auditors report which was discussed in detail during the January 2023 Monument SWCD meeting. **A motion was made by Andy Watkins to approve the 2021-2022 Audit. The motion was seconded by Brian Campbell. The Motion passed by unanimous vote.**

2021/2022 Annual Report - Erik provided the Board with a copy of the 2021-2022 Monument Soil and Water Conservation District Annual Report and Fiscal Report. This document was

discussed in detail during the March 2023 Monument SWCD meeting. **A motion was made by Jim Bahrenburg to approve the 2021/2022 Monument Soil and Water Conservation District Annual Report and Fiscal Report. The Motion was seconded by Brian Campbell. The Motion passed by unanimous vote.**

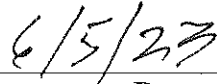
**MEETING ADJOURNED:** 5:57 pm

**MEETINGS:**


Next Monument Soil & Water Conservation board meeting to be held at the Monument Senior Center on June 05, 2023 at 5 pm.

Approved by:

  
Chairman/Vice Chairman

  
Date

  
Recorded and submitted by

  
Date

Definitions

MSWCD: Monument Soil and Water Conservation District

NRCS : Natural Resources Conservation Service

NFJDWC: North Fork John Day Watershed Council

OWEB: Oregon Watershed Enhancement Board

ODA: Oregon Department of Agriculture

SIA: Strategic Implementation Area

AG: Agricultural

CTWS: Confederated Tribes of Warm Springs

BLM: Bureau of Land Management