



RIVER RAISIN WATERSHED COUNCIL

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River Raisin Watershed Council
Executive Committee Meeting Minutes
June 21, 2016 – 10:00 AM
Tecumseh Police Meeting Room
309 E. Chicago Blvd.
Tecumseh MI. 49286

1. Roll Call

- a. Chairman Calhoun called the meeting to order at 10:00 AM
- b. Executive Committee Members Present: John Calhoun, Sybil Kolon, Laurie Johncox, John Chandler, Harry Sheehan – Washtenaw County alternate
- c. Executive Committee Members Absent: Commissioner KZ Bolton, Commissioner Dave Hoffman
- d. Others Present: Allan Hare – Pittsfield Twp., Sarah Stanley – Hoyden Group and Stephen May – Executive Director.

2. Approval of June 21, 2016 – Agenda

- a. Motion by Johncox Second by Chandler to approve June 21, 2016 Agenda. **Motion carried by voice vote.**

3. Approval of May 17, 2016 Executive Committee Meeting Minutes

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

4. Treasurer's Report

- a. The Treasurer's Report for the period May 11, 2016 – June 21, 2016 – was distributed and reviewed by May. Revenue - \$194.97 Expenses - \$9,209.44.00 – Balance to date: - \$41,709.20
Motion by Chandler, second by Kolon to accept Treasurer's Report. **Motion carried by voice vote.**
- b. Approve Disbursements for Outstanding Bills: New bills reported - \$352.08 – Stephen May – reimbursement mileage - \$16.87 to Lenawee Co. Printing – \$41.91 - First Federal - Visa – \$750.00 to Hoyden Group – Marketing, \$1,350.00 – Phil Rubley – Audit: **Total of \$3,010.86.** Motion by Sheehan, second by Kolon to authorize payment of these bills. **Motion carried by voice vote.**

PARTNER □ PROTECT □ PRESERVE

5. Audit 2015

- a. Update on 2015 Audit – 2015 Audit was distributed and explained – Findings –“RRWC financial affairs have been professionally conducted and the accounting records are in good condition.” Copies of the 2015 Audit are on file at the RRWC Office.

6. Executive Director Updates

- a. Distribute calendar of future dates of RRWC activities
- b. Updated EC on the River Raisin Assessment in the City of Adrian – National Parks Service application.
- c. Working on developing a list for possible grant writing opportunities
- d. Continuation of communicating with ERB Foundation about possible funding opportunity
- e. Made several visits to price (2) kayaks to raffle at the Lenawee County Fair
- f. Made visits to several locations in watershed: Monroe Canoe Livery, Tecumseh Paddling, Kayak Coral, Blissfield Extreme Sports, MAEAP verified farm visit.
- g. Received PayPal credit card reader to take donations and for apparel purchases.

7. Membership Updates

- a. 2016 Membership Update -- Municipals (49) - \$19,752.00 / Individuals (9) - \$447.22 / (4) Corporate - \$8,600.00 - \$7,000.00 of this was privately donated for the City of Adrian RR Study. Sent out letter to City of Tecumseh for their dues – budget year begins in July

8. Other Funding Updates

- a. Continuing inquiries into ERB Foundation for FAC funding. Initiated second contact with Wacker Silicones for funds for RR log jam removal.

9. Partnership Updates

- a. No Update.

10. Program Updates

- a. Continuing process to extend and fund Farmers Advisory Committee. Working with NRCS and Lenawee Conservation District to restructure committee. Met with Lindsey Garrison on (3) occasions to restructure the Farmer’s Advisory Committee.
- b. Continued sampling & monitoring of SB of River Raisin with MSU-IWR and Adrian College. Adrian College has received a funding grant from MSU-IWR to purchase new lab equipment - \$6,770.
- c. Conservation Innovation Grant (CIG) Grant Proposal with MSU-IWR – No Update.

11. Committee Reports

- a. **Current Chairs** of each committee as follows: Outreach – Kolon; Technical – May; Development – Calhoun; Administrative – Pratt; Financial – Johncox.
- b. **Outreach** Sarah Stanley – Hoyden Group updated the EC on the work to develop a marketing plan for RRWC. It will include an emphasis on social media and new logo. The Outreach

Committee has been working on a new marking strategy and logo for several months. The EC agreed to logo change by consensus and that we had presented proposed change to membership and received only positive responses. A copy of the report is on file in the RRWC Office.

- c. **Technical** – Continued work on RR Assessment document and prioritize work schedule. Submitted application to National Parks Service for help with Trails Planning in the watershed and working on application to get a group from AmeriCorps to help with river clean-up in the watershed. Working cooperatively with Connecting Lenawee and the Lenawee County Visitors Bureau.
- d. **Development** – Update on Meeting on June 15, 2016 – Hidden Lake Gardens. MSU Mobile Boat wash at Wamplers Lake on July 10, 2016 between 10:00 AM – 6:00 PM – volunteers needed.
- e. **Administrative** – Discussed possible By-law changes at Fall Delegate Meeting.
- f. **Financial** – 2015 Audit completed

12. Old Business

- a. Fair Booth Sign-up – Raffle – Executive Director May will be filling the proper paperwork to obtain a license to raffle (2) kayaks at the Lenawee County Fair – July, 24 – 30, 2016. Also looking for volunteers to work at the RRWC Fair booth. Ticket prices will be \$5.00 and \$10.00. (1) kayak will be valued at \$450 - \$5.00 ticket and (1) kayak valued at \$850 - \$10.00 ticket.

13. New Business

- a. Executive Director May presented a proposal to expend up to \$500 for new shirts, marketing material to promote new logo. Motion by Johncox, second by Sheehan to authorize up to \$500 for marketing promotion. **Motion carried by voice vote.**

14. Next Meeting – July 20, 2016 - 10:00 AM – Tecumseh Police Meeting Room.

15. Adjournment

- a. Motion by Chandler, second by Bolton to adjourned meeting at 11:40 a.m. **Motion carried by voice vote.**

Respectfully submitted by Stephen May – Executive Director
July 12, 2016

Approval of Minutes

Date: _____

Secretary: _____

Commissioner KZ Bolton