



RIVER RAISIN WATERSHED COUNCIL

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**River Raisin Watershed Council
Executive Committee Meeting Minutes
December 14, 2021 - 10:30 AM**

Via Zoom/AJ Smith Recreation Center, 810 N Evans St, Tecumseh, MI

1. Roll Call

Chairman Calhoun called the meeting to order at 10:30 AM.

Executive Committee members present: John Calhoun, Sybil Kolon, Harry Sheehan, KZ Bolton (Virtual), Phil Kittredge, and Trudi Cooper

Executive Committee members absent: David Hoffman

Others present: Stephen May – RRWC Executive Director, Meija Knafel – RRWC Outreach Coordinator, Gerald Schorin - Development Director, Lydia Lopez - Water Stewardship Coordinator, Baird Straughan - Water Grass Developer (Virtual), Alexandra Fries - University of Maryland

2. Approval of Agenda - December 14, 2021

Motion by Kolon, second by Kittredge to approve the agenda with the addition of two presentations, one from Water Grass and one from the University of Maryland under 6.f. and news regarding the Manchester Kayak and Canoe Race under 13.b..

MOTION CARRIED BY VOICE VOTE.

3. Approval of Minutes - November 16, 2021

a. Motion by Sheehan to approve the November 16 Minutes as presented, second by Cooper. **MOTION CARRIED BY VOICE VOTE.**

4. Treasurer's Report

- a. The Treasurer's Report for the period November 1st, 2021 – November 30th, 2021 was distributed and reviewed by Bolton. Revenue – **\$00.00** - Expenses - **\$59,041.29** – Balance to date: **\$1,205.21**. Motion by Cooper, second by Kittredge to accept and file the Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. 2021 Budget YTD – revenue: \$106,540.39; expenditures: \$111,473.00
- c. Approve Disbursements for Outstanding Bills: New bills reported November 17th, 2021 – December 14, 2021; Meija Knafel Mileage Reimbursement - \$116.48; Lydia Lopez Mileage Reimbursement - \$35.56; Lydia Lopez Reimbursement for food for FLG Semi-Annual Meeting - \$229.67; Gerald Schorin Wages Reimbursement - \$3,333.00; Gerald Schorin Mileage Reimbursement - \$43.12; County Printing and Purchasing - \$144.51; Lenawee County FLG Wages - \$16,319.00; Lenawee County RRWC Wages - \$7,663.06; Hoorman Soil Health Services Presentation - \$250.00; Hoorman Soil Health Services Mileage Reimbursement - \$106.40; Liberty Mutual Insurance - \$750.00; Niswander Environment for \$4,100.00; Total - \$33,216.51. Motion by Kittredge, second by Cooper to authorize payment of these bills. **MOTION CARRIED BY VOICE VOTE**

- d. 2021 Budget Adjustments
 - i. Correction to wages
 - ii. Motion by Cooper second by Kittredge to approve budget amendments.
MOTION CARRIED BY VOICE
- e. 2022 Budget
 - i. Revenue: \$300,986; expenses: \$300,986.00
 - ii. Requested a support of \$30,000 general operating support from the Erb Family Foundation
 - iii. Motion by Sheehan, second by Bolton to support the preliminary 2022 budget.

5. Public Comments

RRWC staff to tour available rental space on AJ Smith Recreation Center property as a new potential office location directly following the conclusion of the board meeting.

6. Executive Director Updates

- a. Updated giving:
 - i. 52 municipal memberships
 - ii. 4 corporate memberships
 - iii. 27 individual memberships
- b. Watershed Support Grant
- c. Upper Wolf Creek Watershed Management Grant
 - i. Waiting on EGLE to complete their updated contract terms, change budget layout and proposal language. Proposed start date of Dec 1st, to continue for 2 years.
- d. Water School
 - i. Representative Sarah Lightner has been rescheduled to 1/17/2022
- e. Brooklyn Dam Removal/New Grant Proposal
- f. Presentations from the University of Maryland (Watershed Report Card), and Water Grass
 - i. Baird Straughan from Water Grass presented some functionality of the database management system Water Grass for managing volunteers, donors, and events using the system.
 - ii. Alex Fries from the University of Maryland Center for Environmental Science is working with a number of watersheds in Southeastern Michigan to complete a watershed report card for each organization, and then one for the region overall surrounding the Detroit area.
- g. RRWC Banking Update
 - i. Temporary checks, account is settled, no credit card yet from County National Bank.
- h. Erb - General Operating Support - 2022
 - i. Will finish out the year with an advertising blitz; estimated to reach 50,000 individuals in the Western Lake Erie Basin
 - ii. We may qualify for \$30,000 of operating support in 2022, which will be year 3. Results to come in March
 - iii. Informational packets for municipalities to be sent

7. Outreach Coordinator - Updates

- a. Wrapped up Conservation Stewards Program for the year on 12/3, and will plan to participate again next year
- b. Saline Nature Walk Series concluded for the year on 12/9, and will resume in the spring
- c. FLG Semi-Annual Meeting was on 12/9
- d. Water School is set to wrap up in January on 1/17/22
- e. Preparing for spring training event for Vernal Pool Partnership, which will need a site partner willing to host a classroom training as well
- f. Preparing scholarship materials for 2022 River Rally Conference in hopes of attending
- g. Preparing materials for Interpretation Certification as professional development through the National Association for Interpretation

8. Water Stewardship Coordinator - Updates

- a. Participated in the LISD open house to connect to LISD students and promote volunteerism
- b. Successfully completed the Conservation Stewardship Program as a peer to other participants, and was able to successfully provide support for fellow students
 - i. Next year will plan to act as an organizer!

9. Development Director - Updates

- a. Development plan is currently under review by the development committee, and will be released to the board at large as soon as those reviews conclude

10. Programs/Partnership Updates

- a. ERB Grant - Farmer-Led Watershed Conservation - Update
 - i. New Director is Dan Moilanen from MACD

11. Committee Reports

Outreach – None.

Technical – None.

Development – None.

Administrative – A recent meeting brainstormed strategies for garnering quorums at Semi-Annual Meetings, including expanded lists of contacts throughout the watershed, and on a more regular basis throughout the year.

Financial – None.

12. Old Business

- a. Hane Highway Easement - Update
 - i. Language has come back, but is still awaiting the final approval from the attorney regarding the listing of other land trusts as alternates to ownership
- b. Manchester Canoe Race Insurance
 - i. Chamber of Commerce is currently being considered as a local sponsor, as well as the Manchester Parks Department. No decisions have been finalized at this time
 - ii. RRWC is still the foremost sponsor being considered, and will put together a committee to attend once planning sessions resume in the spring.

13. New Business

None.

14. Next Meeting - January 18, 2021 from 10:30 AM – 12:00 PM

15. Adjournment

Motion by Sheehan, seconded by Cooper to adjourn at 11:31 a.m. **MOTION CARRIED BY VOICE VOTE**

Respectfully submitted by Meija Knafel - Outreach Coordinator - 1/11/2022

Date: _____

Secretary: 