



## ***RIVER RAISIN WATERSHED COUNCIL***

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**River Raisin Watershed Council  
Executive Committee Meeting Minutes  
December 13, 2016 – 10:00 AM  
Tecumseh Police Meeting Room  
309 E. Chicago Blvd. Tecumseh, MI 49286**

### **1. Roll Call**

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

Executive Committee Members Present: John Calhoun, Sybil Kolon, Laurie Johncox, Commissioner Dave Hoffman, John Chandler, & Harry Sheehan

Executive Committee Members Absent: Evan Pratt, Commissioner KZ Bolton

Others Present: Stephen May – Executive Director, Brittany Jacobs, Nancy Grott-Clinton Arts Center, Jane White-Clinton Arts Center, Richard Janssens-Monroe Charter Township, George Service-Village of Clinton.

### **2. Approval of December 13, 2016 – Agenda**

a. Motion by Calhoun, second by Kolon to approve December 13, 2016 Agenda. **Motion carried by voice vote.**

### **3. Approval of November 17, 2016 Executive Committee Meeting Minutes**

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

### **4. Treasurer's Report**

a. The Treasurer's Report for the period November 18, 2016 to December 13, 2016 – was distributed and reviewed by Johncox. Revenue - **\$0.00** - Expenses - **\$10,673.12** – Balance to date: **\$22,477.38**. Motion by Hoffman, second by Calhoun to accept Treasurer's Report. **Motion carried by voice vote.**

b. Approve Disbursements for Outstanding Bills: New bills reported - **\$12.96** – Stephen May – reimbursement mileage – **\$12.07** – Lenawee County Printing & Purchasing – **\$10,007.48** – Lenawee County Drain Commissioner Wages – **\$775.00** – SHD Marketing: (1000) 24X36 Maps: **Total of \$10,807.51**. Motion by Johncox, second by Hoffman to authorize payment of these bills. **Motion carried by voice vote.**

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***PARTNER □ PROTECT □ PRESERVE***

## 5. Executive Director Updates

- a. Create 2017 calendar of future dates of RRWC activities
- b. Membership updates
- c. AmeriCorps applications 2017
- d. SHD Marketing - 1000 Maps

## 6. Membership Updates

- a. No update.

## 7. Other Funding Updates

- a. No Update.

## 8. Partnership Updates

- a. LCD Farmers Advisory Committee
  - i. Erb Foundation – Michigan Association of Conservation Districts (MACD) Grant - Update
  - ii. Restructuring FAC – including a format/plan for what RRWC & LCD will contribute
- b. TSN Grant – Cooling the Hot Spots – No Update

## 9. Program Updates

- a. No Updates.

## 10. Committee Reports

- a. **Current Chairs** of each committee as follows: Outreach – Kolon; Technical – May; Development – Calhoun; Administrative – Pratt; Financial – Johncox.
- b. **Outreach** – Update working on “Discover the Raisin” publicity. Clinton Art Center’s Grott & White attended and spoke discussing their involvement with the production of RRWC logo tiles, other items, and pricing. Motion by Kolon, second by Johncox to explore legal agreement between Clinton Arts and RRWC for partnership in marketing merchandise. **Motion carried by voice vote.**
- c. Discussion to join Stewardship Network Conference co-sponsorship in January 2017 for \$100 - Motion by Kolon, second by Hoffman to co-sponsor The Stewardship Network Conference for \$100. **Motion carried by voice vote.**
- d. Continuing website/social media/calendar updates.
- e. **Technical** – Working with National Parks Service to expand trails, walking paths and water trails. Discussed Americorp Team application in 2017 – Sheehan commented on Team for Washtenaw County Dam clean-up.
- f. **Development** – No Updates.
- g. **Administrative** – No Updates.
- h. **Financial** – Audit for 2016 work in progress.

**11. Old Business**

- a. Brittany Jacobs working on RRWC Playbook – including redesigning website and updating Facebook on a regular basis.

**12. New Business**

- a. Executive Director (1) year evaluations & discussions by committee. May left meeting.
- b. Executive Director – Attend Great Lakes International Joint Committee panel representing RRWC in Windsor, Ontario February 1-2, 2017.

**13. Next Meeting – January 17, 2017 – 10:00 AM – Tecumseh Police Meeting Room.****14. Adjournment**

- a. Motion by Hoffman, second by Calhoun to adjourn meeting at 11:40 AM. **Motion carried by voice vote.**

Respectfully submitted by Stephen May – Executive Director – January 13, 2017

**Approval of Minutes**

**Date:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_  
**Commissioner KZ Bolton**