

**“Team Up for Clean Waters”
Itasca Water Legacy Partnership
Quarterly Board Meeting
Monday, July 21, 2017 4:00 pm**

Dave Lick’s House 36514 Birch Trail, Grand Rapids, MN 55744

Board members present: Dennis Anderson, Jan Best/Brian Whittemore, Kathy Cone, John Downing, Harold Dzuik, Pat Leistikow, David Lick, Bill Marshall, Jan Sandberg, John Zimmerman

Technical Board present:

Board absent: Patty Gould-St. Aubin, Bill Grantges, Katy Hopkins, Grant Prokop, Davin Tinquist

Technical Board absent: Andy Arens, Eric Raitanen, Moriya Rufer, Dan Swenson, Dan Steward

Guests: Tim and Dena Scherkenbach, Jan Bilden and Dick Ostroot. (Tim and Jan are considering joining the Board).

1. Administrative Items

a. Agenda (sent via email)

Motion to approve the agenda sent before the meeting via email. (John Zimmerman, John Downing) M/S/U

b. Minutes from Quarterly Board meeting April 17, 2017 (sent via email)

Motion to approve minutes from the April 17, 2017 Quarterly meeting. (Kathy Cone, John Downing) M/S/U

c. Past actions of the Executive Committee (sent via email)

Approve past actions (May, June, July) of the Executive Committee sent via email. (Kathy Cone, Dennis Anderson) M/S/U

d. Approve Treasurer’s Report (distributed via email)

See Attachments #1 & #2. Additions to report, another \$400 expense for Herald Review which changes numbers left in Blandin. Pat is working on shoreland budget. Total \$30K with \$20K from Blandin, \$10K from Humanities. Send your thoughts to Patty about budget
Downing, Cone.

e. We are Water proposal

Dave Lick reviewed the brief history of our interaction with the project that comes from work of the MN PCA and MN Humanities (sponsoring agencies)—see Exec Committee minutes from June 14 & July 12 for various attachments and detail. The current thought is for a six-week project-- Aug 4 – Sept 16, 2019. The exhibit will be interactive and we will need to identify and promote six events (ideas—fishermen focused event, a 40-minute play similar to that used for the Youth Summit keynote, historical society event, other ideas?)

As the lead host agency, we need to find 20 partners—five already have been identified (including the Reif Center as the venue, Itasca County Historical Society, SWCD, Visit Grand Rapids and ICOLA). The state agencies will provide up to \$10,000 which can help fund a coordinator. One goal is to make folks aware of IW as the county water advocacy group. We would like Board members to each identify and secure two other partners. What about NRCS (Cone). Harold suggested the Edge of the Wilderness Arts Group. We should try to identify organizations outside Grand Rapids. What about septic installer or excavators or landscape architects as partners—we would like them to join IW. Dave will contact Schwartz Excavating. High priorities are Chamber of Commerce, Meet Grand Rapids. Note: Check possible date conflict with We are Waters meeting in October (October 23-24, 2017).

To do—follow up on the sign up sheets, who has been contacted and results. Board members can get a script from Brian W.

f. Shoreland project

Note: there is discussion of this project from several Executive Committee meetings, including July. John Z reported that the project grew out of what is important to IW. Recent discussion identified five focus areas and the IW website. Contributors would need to donate a few hours a week for the next few months. John reviewed his meeting notes sent with the July minutes—see Attachment #4. We need a one-pager to summarize topics. In addition to Board members, a letter drafted by Jan Best (see Attachment #5) will solicit IW members to participate. Dave recounted conversation with Schwartz Excavating including use of the upgraded website. Ultimately we may want to develop expertise among our members, who could provide assistance to those with questions, e.g. shoreline vegetation. The overall project coordinator is John Zimmerman but copy Brian W with best efforts. This project will not be incorporated in the tracking sheet—each team will monitor its own work including designating one coordinator. Timing: AIS was a four-year project, this is a long-term focus. Website: review Brian’s handout on website organization—Attachment #6.

2. President’s Report – Dave Lick

If we can address the two programs discussed above, it will be huge.

a. Prospective Board members

Dave introduced Tim Scherkenbach, Jan Bilden and Dick Ostroot as prospective members.

3. Committee/Project Reports

a. Education Committee – Kathy Cone

Kathy reported on the very successful Youth Water Summit this year. She will set up a meeting soon to think about next year.

b. Grants Committee

Cec has to resign and this is a huge void but we have John Connelly to help with grant applications.

c. Membership Committee – Patty Gould-St. Aubin

Pat L will contact Shirley, Patty, and Katie about software management, member logging and similar.

d. Planning – John Zimmerman

See discussion above

e. Public Relations Committee – Brian Whitemore/Jan Best

- a. Quarterly Environmental Group meetings—if regular meetings are to happen, we need a liaison.
- b. Board members should review letter drafted by Jan Best (Attachment #5) for phone numbers and other materials.
- c. Shoreland Owners Guide from Paula West (attached to July 12 minutes) We might want to consider something similar for Itasca County. See pricing issues from previous minutes. Paula can come in October for Exec Meeting, but needs a contact from Environmental Services—Jan Best would be the IW liaison. Put this on the October calendar—Dave will contact Dan Swenson. One question is if we can use information from the Cass County guide for the IW website now. Also, thoughts about how to personalize the Guide for lake associations, AIS, other. Dave raised

issue of possible Blandin grant in area of \$150,000 for shorelands—details to be discussed later.

f. Technology Committee—Jan Sandberg/Bill Marshall

- a. Use Dropbox/Google Drive/OneDrive for attachments to minutes: create better names if using OneDrive. Some education may be required. Google Drive option allows editing.

g. AIS – Bill Grantges

See Bill's summation in last week's notes. John Downing reported on his recent analysis of AIS trends using data over the last 30 years. In the late 1980s, infestations were high, the rate increase dropped when DNR and SeaGrant became involved but are still rising as there are more nodes and lakes involved. What we are doing on the landings is making a difference. John is now doing new analyses on the impact of AIS on shoreland values—see John's list of recent articles.

4. 2017 meeting dates:

Monday, October 16 - 4:00pm J 135 Courthouse

Discussion about a change from October 16. Perhaps to Friday October 20th at 4 pm or Monday October 23 at 4 pm--Pat L is not available either day. October 23 is probably out as it conflicts with We Are Water training. At the October meeting we need to discuss 2018 quarterly meeting dates.

Executive Committee meetings are the second Wednesday at 10 am, typically at Second Harvest board room (except for April which will be in J135 at the courthouse). Minutes are distributed to all Board members and all members are invited to attend the Executive Committee meetings.

Meeting adjourned 5:03 pm

Summary of Past Executive Committee Actions--May 2017 – July 2017

Administrative items such as the approval of agenda, minutes and financial reports are not included. Full minutes and attachments are sent to all Board members after each Executive Committee meeting.

May 2017

Motion to approve up to \$200 for a yearly membership in MN Lakes and Rivers. Jan will determine number of members and fee and communicate with Pat. (Jan Sandberg, Brian Whittemore) M/S/U
For June Exec meeting, consensus to devote time to the planning project. Leaders will be finalized and they will bring back focus areas and activities on the top three focus areas: shoreline, marketing, lake association engagement.

Motion that IW wait for a year or so to develop new logo for IW. (Dave Lick, Cec Riedman) M/S/U

Motion to spend up to \$2,000 on advertorial article in Lake Time magazine Summer 2017 issue (500-1000 words) (Jan Sandberg, Dave Lick) M/S/U

June 2017

Motion to approve up to \$113 for website changes, negotiated between Brian Whittemore and Terry Barth. (Dave Lick, John Zimmerman) M/S/U

July 2017

Motion to designate memorial monies. (Patty Gould St Aubin, Brian Whittemore) M/S/U

ATTACHMENT #2

Itasca Water Legacy Partnership											
Detail Fiscal Year 2017											
July 10, 2017											
			IWLP	IWLP	Youth	Blandin	Itasca County	Itasca County	Itasca County		
			Operating	Memorial	Summit	IWLP	AIS Prevention	AIS Communication	AIS CAP		
Beginning Balances 01/01/2017			64,729.91	1,696.36	-	30,952.52	14,101.67	27,502.49	2,500.00	141,482.95	
Expenditures											
Check #	Date	Name	Amount								
1781	1/6/2017	Card Service Center	3,474.51	885.97			88.54	2,500.00		3,474.51	
1782	1/11/2017	Hannu	128.00	128.00						128.00	
1783	1/19/2017	ICTV	250.00	250.00						250.00	
1784	1/19/2017	ISD 318	45.00	45.00						45.00	
1785	2/2/2017	Card Service Center	58.96	15.21			43.75			58.96	
	2/10/2017	Bank charge on bad check	4.00	4.00						4.00	
1786	2/9/2017	Hannu	216.00	216.00						216.00	
1787	2/9/2017	Itasca Co Ag Assoc	500.00		500.00					500.00	
	2/14/2017	Delux Checks	21.50	21.50						21.50	
1788	2/17/2017	Wildlife Forever	8,625.00					8,625.00		8,625.00	
1789	2/21/2017	John Zimmerman	69.67	69.67						69.67	
1790	3/23/2017	Hannu	152.00	152.00						152.00	
1791	3/24/2017	William Grantges	2,517.78					2,517.78		2,517.78	
1792	3/24/2017	Wildlife Forever	875.00					875.00		875.00	
1793	3/29/2017	Itasca Water Legacy Partnership	1,175.99				479.35	696.64		1,175.99	
1794	3/29/2017	Itasca County	26,887.73				12,099.66	12,288.07	2,500.00	26,887.73	
1795	3/29/2017	Card Service Center	427.98	427.98						427.98	
1796	4/19/2017	Hannu	160.00	160.00						160.00	
1797	4/27/2017	SFM Risk Solutions	1,025.00	1,025.00						1,025.00	
1798	4/27/2017	Sally Sedgwick	200.00	200.00						200.00	
1799	4/30/2017	ISD 318	2,403.50		2,403.50					2,403.50	
1800	5/18/2017	Hannu	112.00	112.00						112.00	
2076	5/19/2017	MN Lakes and Rivers	150.00	150.00						150.00	
2077	5/19/2017	Izaak Walton	200.00	200.00						200.00	
2078	6/6/2017	Kayak Lady	200.00		200.00					200.00	
2079	6/6/2017	Uncommon Loons VOID	-		-					-	
2080	6/6/2017	Derek Fox	146.86		146.86					146.86	
2081	6/6/2017	Card Service Center	348.76	348.76						348.76	
2082	6/8/2017	John Latimer	200.00		200.00					200.00	
2083	6/8/2017	Lets Go Fishing	150.00		150.00					150.00	
2084	6/20/2017	C N A Surety	187.00	187.00						187.00	
2085	6/20/2017	Terry Barth	112.50	112.50						112.50	
2086	6/20/2017	Kathy Cone	39.20		39.20					39.20	
2087	6/22/2017	David Lick	57.59		57.59					57.59	
2088	6/22/2017	Market Place Foods	123.92		123.92					123.92	
2089	6/22/2017	ISD 318	779.33		779.33					779.33	
2090	6/22/2017	John Schroeder	100.00		100.00					100.00	
2091	6/22/2017	Nathan Bergstedt	100.00		100.00					100.00	
2092	6/22/2017	Rachel Randle	100.00		100.00					100.00	
	6/23/2017	Berkely insurance refund	(277.00)	(277.00)						(277.00)	
2093	6/30/2017	The Lake + Co	1,880.00	1,880.00						1,880.00	
2094	6/30/2017	Card Service Center	99.00	99.00						99.00	
	6/29/2017	Bank charge on bad check	(4.00)	(4.00)						(4.00)	
	1/15/2017	employee payroll	363.37				363.37			363.37	
	2/28/2017	employee payroll									
Total Expenditures			54,386.15	6,408.59	-	4,900.40	-	13,074.67	27,502.49	2,500.00	54,386.15
Receipts											
	1/6/2017	Memberships	275.00	275.00						275.00	
	1/10/2006	Memberships	100.00	100.00						100.00	
	1/13/2017	Memberships	150.00	150.00						150.00	
	1/17/2017	Memberships - K Foundation	25.00	25.00						25.00	
	1/20/2017	Memberships	200.00	200.00						200.00	
	1/23/2017	Western National refund	5.00	5.00						5.00	
	1/31/2017	Memberships	25.00	25.00						25.00	
	1/31/2017	Interest	8.80			8.80				8.80	
	2/2/2017	Memberships	450.00	450.00						450.00	
	2/2/2017	Community Foundation	1,000.00	1,000.00						1,000.00	
	2/7/2017	Western National refund	38.00	38.00						38.00	
	2/7/2017	Memberships	50.00	50.00						50.00	
	2/9/2017	Memberships	50.00	50.00						50.00	
	2/10/2017	Bad check	(25.00)	(25.00)						(25.00)	
	2/28/2017	Interest	7.95			7.95				7.95	
	2/16/2017	Memberships	319.00	319.00						319.00	
	2/21/2017	Memberships	25.00	25.00						25.00	
	2/21/2017	Memberships	75.00	75.00						75.00	
	2/24/2017	Memberships	25.00	25.00						25.00	
	3/23/2017	Memberships	199.00	199.00						199.00	
1793	3/29/2017	Itasca Water Legacy Partnership	1,175.99	1,175.99						1,175.99	
	3/31/2017	Interest	8.80			8.80				8.80	
	4/11/2017	Membership	30.00	30.00						30.00	
	4/19/2017	Membership	100.00	100.00						100.00	
	4/25/2017	Membership	100.00	100.00						100.00	
	4/30/2017	Interest	8.52			8.52				8.52	
	5/31/2017	Interest	8.81			8.81				8.81	
	6/23/2017	Memberships	50.00	50.00						50.00	
	6/26/2017	Memberships	40.00	40.00						40.00	
	6/29/2017	Memberships	25.00	25.00						25.00	
	6/29/2017	Donation returned	(40.00)	(40.00)						(40.00)	
	6/30/2017	Interest	8.52			8.52				8.52	
		Dividends	8.45	8.45						8.45	
			17.00	17.00						17.00	
Total Receipts			4,543.84	4,492.44	-	-	51.40	-	-	4,543.84	
Current Balance			91,640.64	62,813.76	1,696.36	(4,900.40)	31,003.92	1,027.00	0.00	-	91,640.64

ATTACHMENT #5

All, we had a good session, candid and one that will let us organize ourselves for the next set of efforts. This is not intended to act as minutes for the meeting, but rather to cover the agreements between us that need to be shared with the exec team this week and then as determined by that group with the entire board at the following meeting. ***Please correct or add to as you may well remember things I forget or have seen things differently.***

Three activities we started with - those we have been recently discussing:

- the MN Humanities effort
- our shoreline focus including modifying the web for that effort
- Bush Foundation.

After much discussion and doing some forced pair ranking, I believe we agreed that **the Bush Foundation work**, while a source of funding was an unlikely one which would require a good deal of effort and so was **tabled for the time being as the least attractive of the three efforts.**

We agreed on a rough action plan going forward on the other two.

The **Mn Humanities effort** will need to be decided during August. To get to that point we need to **convince ourselves that we will be able to find the partners necessary to pull off, at a minimum, 6 public events next year** - and this was the minimum required. We agreed to each make the effort to find partners - Dave suggested each of us contacting two sources - I believe that we can count on the Historical Society. I will also ask IEDC (Itasca Econ Dev Corp - my brother is their director) - the only other group I am involved in is my local chain of lakes and I could seek them out as well if we need. There was little further discussion of other partners who would be talked to - but it will require us to share this with the other members. Brian agreed to send a note and resend the brochure (12 pages) to all board members - asking them to have read the first two or three pages by the time we have the next meeting because we are going to need to discuss.

Most of the discussion of the afternoon revolved around **shoreline** and that seemed to remain the primary interest for

placing our efforts. We divided that into four areas that seemed to make sense and took some ownership.

- **Septic / Excavators** - Dave Lick
- **Planting** along the shore / Buffers - Pat Leistikow & Jan Best
- Shoreline activity **in the water** - John Zimmerman
- **Erosion** & Runoff - we thought to ask Jan Sandberg to take the lead on this - but she was not in the meeting and so will see how she responds when asked Wednesday.

A fifth task was kept aside - not being one of content but of organization - and that was **updating the web site to reflect our efforts on Shoreline** - Brian Whittemore will keep this effort. We each need to remember that the four areas (septic, planting, in the water and erosion) are responsible for finding and culling and the suggesting what we will point to from our web - Brian and his team are then responsible for how it gets there and is organized.

We agreed amongst ourselves that while the discussion of hiring an exec director, or getting funding from MN Humanities for an effort leader, or adding to the board or reaching out to volunteers was all acceptable and probably necessary in the future, we would **ask each current board member to agree to lend 2 extra hours each week for the next month** or so- above what they are already doing for IWLP - and to use these hours to seek out partners for Mn Humanities as well as to work on which ever particular shoreline initiative they have already volunteered for. All present agreed - and we agreed to present this to the other board members - ask them to sign on to one of the initiatives as well as confront organizations to become partners for Mn Humanities and see if they will step up and agree as well.

We loosely defined the shoreline initiatives (the four general ones mentioned above) and outlined the **expected outcomes of each task group** - as just a general homework assignment - definitions, good sources on the web, major subtopics outlined, first thoughts on what offerings IWLP could make in each area to members and others interested, experts in the area who might be included for advice and counsel or even providing services, education opportunities, web

content. At the end of 4 weeks - or 8 minimum additional hours of effort by each of us - we should have "IWLP Shoreline Initiatives" sketched out - and we should know if the Mn Humanities effort is possible - based on our success or lack thereof on garnering Committed Partners.

There were other shoreline areas that didn't fit nicely into the four listed above - and so as not lose them I will list them here - Zoning (building permit process as well as variance process - both well outlined elsewhere on the web - we will have to include a top level view on our site as we are trying to be all things to those who come to us regarding shorelines - but we will then point at the actual owners for details, Impervious surfaces rules, why it is an important metric both from a zoning point of view as well as environmental and how to influence it on your property. There may have been others but those were the couple I captured.

I think that captures the bulk of the things we discussed regarding how to move forward on these initiatives. We agreed to discuss further amongst the executive committee and then decide what and how to share this further with the entire board in a way that will not take the entire day while we are together at Dave's.

It is my belief that we can look to ourselves for these well defined tasks, and that this will produce 3 months worth of actual shoreline accomplishments - we will not feel as though we are "flailing" (a word we used yesterday) as much because this very broad topic will be parsed, outlined, and then in place for refinement - all things our volunteer board can do. We will also find additional board members - the outline should help us all see where we are weak and need to find new skills. But this team has always worked best with well defined tasks - and has often "flailed" with open, ill defined tasks. Think back to when we were starting the AIS task and how much "lost effort" and confusion there was around the early parts of that initiative before we became a team with tasks - and then we had things to do and just divided them up and got them done. The same will happen here. I hope you share my optimism - I look forward to working with you and the larger board to get these tasks nailed down and begun - then we are back to doing what we do well - putting things on the to do list, and checking them off.

ATTACHMENT #6

Dear Members,

We'd like to introduce you to our new name, **Itasca Waters**! The name you are familiar with is Itasca Water Legacy Partnership. But that's a mouthful to say, so we decided to pick something that was easier to remember and thought **Itasca Waters** would be a good choice. You may still see Itasca Water Legacy Partnership on some of our documents and publications because it hasn't gone away completely...it's still our legal name. What hasn't changed is our commitment to clean waters in Itasca and its surrounding counties and teaming up and partnering with those having a similar concern, like YOU!

Over the past few years we've listened to our members and community talk about the importance of shorelines in maintaining and restoring our lakes, streams and wetlands for all to share in its enjoyment. Since the shoreland is the lakes first defense from pollutants, focusing on this area will have the most impact on preserving our waters. For this reason, **Itasca Waters** next big project will be concentrating on the **Shoreland Zone**.

We will be looking at ways a property owner can curb pollution and runoff at its source, such as maintaining septic and using rain gardens. We will look at ways to protect the shoreland buffer zone, whether it's plantings of native vegetation to prevent erosion or ways to protect the aquatic vegetation so our fish spawning areas are healthy.

To do this **Itasca Waters** needs your help. We are in the process of setting up teams in these four categories: septic and erosion; shoreland plantings and buffers; erosion and runoff; and the aquatic zone. In each category we will be exploring helpful things **Itasca Waters** could offer you and our community like seminars, visits to restored shorelands and consultations with local professionals and experts. In addition, the four teams will work to expand shoreland information on our website, www.itscawaters.org, such as web content and links related to shoreland improvement. Perhaps some of you have shoreland that has already been mitigated and would like to show and share your restored shoreland with others.

Would you be willing to participate on one of these teams? This is a learning adventure for all of us. The only expertise we need is your commitment to work together in preserving and maintaining our clean waters.

If you would like to join our teams, please contact these people from **Itasca Waters**.

Aquatic Zone: John Zimmerman
Erosion and Runoff: Jan Sandberg
Shoreland Plantings and Buffers: Jan Best and Pat Leistikow
Septics and Excavators: Dave Lick

Here's a final thought. All 400 fifth graders from Itasca County participated in our Youth Water Summit in May. They were asked to write down one thing they learned from the Summit. The top comments were these: "We need clean water to live." "Respect the water." "How to protect our lakes." "How to keep our water clean."

WWW.ITASCAWATERS.ORG

First Draft

Attached is a first and very rough draft of what might go on our website, and where.

The topics marked "Main" would be included on the front page - the page you see first upon arriving at our website. Each of the Main topics would include some simple, scripted description plus the links for each related sub-topic. I think our front page should be elegant but simple, not cluttered and busy.

The pages marked "Unique page" refer to a page that will only hold that specific topic's information. For instance, Unique page 1 will contain info and links related solely to septic and excavating.

The pages marked "Group page" refer to a page that will hold a few to several related topics. For instance, Group Page B will contain current articles and news items related to clean water and the work of Itasca Waters and others, such as lake associations.

I have included most everything from our current website plus the new stuff we are working on. Some of the material currently on the site needs to be rewritten and updated.

One thing became clear to me as I worked on this. We will need a few volunteers to make this site meaningful and current. For instance, someone needs to check incoming email, questions about joining and volunteering, donations, other inquiries, and someone needs to keep news and events current. There are no doubt other items, such as our Facebook page, that will need a board member's attention.

As always, comments and questions are welcome and needed. I just ask that you put them in email form to me at brwhit44@gmail.com so I can keep track of everything.

One more thing. The person who developed our current website is Terry Barth, who worked with Shirley Loegering's daughter. Terry is available and willing to develop our new website and is ready to give us a quote as soon as we determine what we want on our site. Shirley's daughter no longer designs websites, but Terry has a design partner he usually works with who is available to us.

Brian

Brian Whittemore
952-484-3507

THINGS TO INCLUDE ON OUR WEBSITE: FIRST DRAFT

July 18, 2017

<u>Subject</u>	<u>Main Page or Link</u>
Shorelands	Main with Links (see below)
- Septic/Excavating	Link to unique page 1
- Plantings/Buffer	Link to unique page 2
- Aquatic Zone	Link to unique page 3
- Erosion/Runoff	Link to unique page 4
- Other	Link to unique page 5
We Are Water	Main with Links (see below)
- Events	Link to group page A
- Description	Link to group page A
- Permanent Exhibit at Reif	Link to group page A
Mission/Community Involvement	Main
Water Articles and Events	Main with Links
- Articles and News	Link to group page B
- Events	Link to group page C
Itasca Water Legacy Partnership	Main with Links (see below)
- Join	Link to unique page 6
- Donate	Link to unique page 7
- Contact Us	Link to unique page 8
- Partners	Links to group page 9
- History	Link to group page 10
- Awards, Projects, Grants	Link to unique page 11
- Volunteer/Jobs	Link to group page 10
Resources	Main with Links
- Itasca County	Links to group page D
- Soil and Water	Links to group page D
- AIS	Link to group page D
- DNR	Links to group page D
- Lake/Regional Groups	Links to group page D
- Others	Links