

“Team Up for Clean Waters”
Itasca Waters
Quarterly Board Meeting
Monday, October 22, 2018 4:00 pm
J135, Itasca County Courthouse

Board members present (quorum 8): Jan Best, Kathy Cone (a bit late), John Downing, Dave Lick, Lynn Moratzka, Jan Sandberg, Tim Scherkenbach, Davin Tinquist, Brian Whittemore

Technical Board present: Dan Steward

Board absent: Megan Christianson (excused), Katy Hopkins (excused), Pat Leistikow (excused), Bill Grantges (excused), Patty Gould-St. Aubin, Bill Marshall

Technical Board absent: Andy Arens, Eric Raitanen, Dan Swenson

Guest: Shirley Loegering

Staff: Carissa Anderson

1. Administrative Items

a. Agenda

Motion to approve the agenda circulated before the meeting with the addition of consideration of an increase membership fee and budget request two items to the membership report. (Tim Scherkenbach, Brian Whittemore) M/S/U

b. Minutes from Quarterly Board meeting July 20, 2018 (circulated in advance)

Motion to approve the minutes from the July 20, 2018 Quarterly meeting. (Davin Tinquist, Tim Scherkenbach) M/S/U

c. Ratify Past Actions of the Executive Committee August – October 2018

Motion to ratify the actions of the Executive Committee August – October 2018 as listed in Attachment #1 and circulated to the Board before the meeting. (Brian Whittemore, Lynn Moratzka) M/S/U

d. Approve Treasurer’s Report

Dave briefly reviewed information in Attachments #2 and #3 that reflect financial data through October 15.

Motion to approve the financial report. (Lynn Moratzka, Tim Scherkenbach) M/S/U

e. Coordinator’s Report

The Board received a copy of Carissa’s report from the most recent Executive Committee meeting— Attachment #4. Carissa has made updates to the website and social media. She noted that at a recent Blandin meeting an attendee reported hearing lots about Itasca Waters recently. She also noted recent events including Aquanesia—heard positive feedback from attendees and Grand Rapids Players. She is working on the Youth Water Summit (helping Melanie at ISD#318), MacRostie coloring contest (prizes through Wired to Fish & 1000 Lakes). Also working on wild rice and ice harvesting demo—the Downtown Business Association is hosting a golf tournament this winter. Ice harvesting will use historically correct equipment. In addition, she is working We are Water, kayak festival next summer (Paddle Hoppers) and a water bar at same time as the We are Water exhibition. In addition, there may be other events through Klockow Brewing and Central School. Finally, she is working with a group that designs clothing connected to clean water and has contacted Dave & Amy Freeman for possible event. Social media numbers are up—Instagram especially. She sent a request via social media for photos of lakes in Itasca County, going beyond Pokegama. Next step with marketing is to extend IW reach beyond Grand Rapids.

f. Approve new Board member

Dave briefly reviewed George Goggeye's qualifications--they met at a library event last summer, and he was interested in joining Itasca Waters. Jan S sent him materials a few months ago. He worked with Megan on a recent tourism project. We will put his nomination on the agenda for the January Board meeting. Jan S is to send the current Board minutes to him.

Approve Shirley Loegering as a voting Board member (term to expire in 2020 to maintain term balance) and chair of the Membership & Fundraising (Jan Sandberg, Tim Scherkenbach) M/S/U

2. Projects

a. We are Water (including Aquanesia) (Brian W)

Brian reported that the exhibition officially opened at the University of MN, Institute on the Environment (1954 Buford) and is open until November 26.

Our event has been moved up to start August 2 from August 4. Plans for a grand opening are in process. The exhibition will be located in the new lobby area per original plan. We are required to host four major events in connection with exhibition (\$1,000 funding from MN Humanities for each of the four events). Originally thinking of a major native/non-native event with a person who is not now available—perhaps discuss the original idea with George Goggeye. Carissa thinks the water school summer event might need one of the four grants—possibly for kids and teachers. Another event might focus on septic. Dave noted that to the extent possible, we should try to connect with events already planned such as a camping show. Brian would like to get a short outline or events together ASAP—MN Humanities will need to approve any events.

b. Blandin Grant

i. Shoreland (Tim)

Tim noted that we are working on the idea of volunteer consultants available for onsite visits over three years—reduce runoff, impact on lakes. He will need to get together with Dave for more details. There was no attachment for this discussion.

A back and forth discussion followed. Dave said it was important to remember that changes in shoreline behavior is measurable. But it is difficult to convince folks to change. We have the website and Guides. How do we get folks to visit the website? Mary B did some door-to-door survey work years ago to try to judge how willing folks were to making changes. She found that people lacked basic knowledge. Dave's idea is to pull together a list of names of people throughout the county who are willing to spend some time to visit with shoreline owners to provide information about strategies to effect change. Dave has a list of names and has talked to a few of them already about willingness to follow through three times or so over 2-3 years. The point is that these persons will influence property owners to commit to making some sort of change.

A few weeks ago, Tim emailed the following description:

"The role of the volunteer consultants will be to visit and have a discussion with lakeshore owners about good lake stewardship and why it is important to the health of their lake. They will provide general information on ways the lakeshore owner can manage their property by curbing pollution at the source and reducing, capturing, and cleansing runoff before pollutants reach the lake.

Their job can be as simple as educating lakeshore owners on some basic concepts for making their shoreland ecologically friendly, such as:

- Managing rainwater on their property so it soaks into the ground (infiltrates) rather than running over the surface into the lake.
- Limit the amount of lawn and keep as much natural vegetation as possible...most importantly providing a natural buffer zone between their lawn and their lake.
- How to inspect and properly maintain their septic system.

If the lakeshore owner is interested in acting on any of the management practices covered during the onsite visit, the consultant will be able to provide information on public agencies and private businesses who could help them develop and move forward on a plan."

The purpose is not to provide detailed info on site but broad suggestions with info about how to contact the experts. Use the Guide as the basis for their information. Karen Terry (U of Morris) has committed to be the trainer. Could she work with SWCD who have redone shorelines or others that could be models? Could we encourage some local vendors to stock native plants? The annual SWCD plant sale could be an element (their mailing goes out in March, sale in May). Tim needs to meet with Andy at SWCD about their services.

Jan B spoke with the Freshwater Society (Water Stewards) that does a major training program. Thoughts were that the structure may be useful but at a much lower level of detail. Discussion about a range from horrible to good practices, we are more likely to be aiming at the middle, possibly using positive peer pressure. John D noted that branding is important. Dave wants the Board to be willing to contact names from the list, getting them to commit to reading the Guide and having name listed on website, invite to training/social event.

John D said that there needs to be a descriptive document with references. There needs to be a pilot phase, a few people to do site visits. We should consider what level of training is needed—how much information should they have. Brian noted that there are two pieces with this project—peer pressure and science. One thought to consider a neighbor to neighbor approach. If we are listing names on our website, include lake. Another element for a pilot program. Variables—how much do they need to know; how do we get them together. Shirley suggested posting some stories on the website now.

Tim will move forward with fleshing possible a pilot project and initial ideas on consultants.

Tim and Carissa are working with reporting for the Blandin grant. He will do more work looking at the Water Stewards program.

ii. Survey work (Tim)

Work is ongoing on the pre-survey on a sample of lakeshore owners through the University of MN Morris. Currently Tim is working with an intern from Morris to develop the survey instrument and strategy.

Motion to approve up to \$5,000 for payment to the University of MN Morris for survey work. (John Downing, Brian Whittemore) M/S/U

c. Options for Lakes to Address AIS (Tim)

Tim reported on his work with ICOLA to develop information for lake associations. The focus has been on a resource document for lake associations (he is working with Cec Riedman and Steve Long). John D offered resources from his office to help.

Tim is also encouraging a process for ICOLA agendas to be distributed in advance of meetings. He asked at the last meeting for ICOLA to nominate a rep to the IW Technical Board and was told they needed to work on this through their Executive Committee.

d. Bush Foundation application (Dave)

The application was submitted two weeks ago. Dave is concerned that it will commit us to too much work—John Connelly said that much of the work will be the responsibility of the consultant. The purpose of the two-year grant is process, to determine how to best motivate the community.

3. Committee Reports, Other

a. Membership Report (from Shirley Loegering)

See Attachment #5. The donate button works—please try it to make a donation. Shirley is concerned about lengthy compliance report and needs to sit down with Board member to answer questions. Shirley is now working on the usual November membership mailing and earlier circulated a draft

letter from Carissa (Attachment #6) and application (Attachment #7). There will likely be some changes. Shirley had several requests that require Board action.

1. Approve change from \$25 Basic Membership/\$100 Business Membership to a biannual donation request beginning with a smallest suggested donation of \$30.

Motion to approve an initial membership level of \$30 for the biennial donation request. (Jan Sandberg, Tim Scherkenbach) M/S/U

2. Identify a best method for choosing names for the new, expanded member campaign from either: (a) a random sample from the shoreowner's list already compiled for the current survey being developed, or (b) a random sample from the county-wide, residential/non-commercial list available on ParcelInfo that Shirley would pull together. There was considerable discussion about strategies to reach out to potential new members including flyers through the post office.

Consensus that it may make more sense to first target shoreland owners and then expand to broader county.

3. Approve budget for expanded membership mailing that will be discussed at an upcoming fundraising meeting.

Motion to approve up to \$1500 for an expanded membership mailing. (Jan Sandberg, Dave Lick) M/S/U

Discussion about timing for the expanded mailing. Jan S had concerns that it will overlap the pre-test survey.

Motion that the expanded membership mailing should be implemented as soon as possible. (Brian Whittemore, Kathy Cone) M/S/all yes except Jan S no.

b. Education Committee (Kathy C, Dave L)

Dave reported about ongoing work on the Youth Summit, he will know if there are enough presenters by end of month. Most have been positive. Dave does not want Carissa to have to do all the work coordinating students. Carissa said that Melanie may want to pull out in 2020—this is an issue as it has been seen as a collaboration. Kathy secured Fairgrounds for the 2019 date. She wants to give media a heads up as soon as the event is confirmed.

c. AIS (Bill G)

Bill was ill so there was not report.

d. Fundraising Training (Shirley L, Jan S)

The short version of Shirley's report is in Attachment #8. Shirley mentioned wanting to do a survey of Itasca Waters members – Nature Conservancy does this. Shirley reviewed some strategies for dealing with donors—Attachment #9 shows the distribution of gifts/memberships to Itasca Waters. Consider doing an audit (perhaps not yearly) and developing a vision statement.

e. Approve 2019 Operating Budget (Pat L)

Hold until Pat can be present. Draft is in Attachment #10.

f. Position for ICOLA on the Technical Advisory Board: member to be recommended by ICOLA but must be approved by Itasca Waters

Tim will recommend that ICOLA pull together an annual report

g. Change Board meeting dates to third Monday at 4 pm--January, April, July and October

January 21 – the meeting will be held at 4 pm at Central Square Mall meeting room (Martin Luther King Day)

April 15, July 15, October 21—in J135 Courthouse

h. Heads Up – Annual report

Send any reports and photos to Jan S

Adjourned 6 pm

2019 Meetings

Quarterly Board meetings are held at 4 pm in J135, Itasca County Courthouse except as noted

January 21 – the meeting will be held at 4 pm at Central Square Mall meeting room

April 15, July 15, October 21

Executive Committee meetings are the second Thursday at 4:30 pm at the Central Square Mall meeting room. Minutes are distributed to all Board members and all Board members are invited to attend the Executive Committee meetings.

Occasionally meetings must be changed but a notice will be emailed in advance. All meetings are posted in Google calendar—please contact Jan Sandberg for access.

Executive Committee meetings are

2018: Nov 8, Dec 13

2019: January 10, February 14, March 14, April 11, May 9, June 13, July 11, August 18, September 12, October 10, November 14, December 12

ATTACHMENT #1

Summary of Past Executive Committee Actions—August 2018 – October 2018

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

August 2018

Motion to approve the 990 and Minnesota form. (Lynn Moratzka, Jan Best) M/S/U

Motion to allow Carissa to spend up to \$150 per item after speaking with Lynn, charging it, and let Pat L make final payment. (Dave Lick, Brian Whittemore) M/S/U

Motion that if Carissa can attend the Blandin training in October, IW will cover the cost of a substitute teacher (estimated at about \$110 per day). (Lynn Moratzka, Dave Lick) M/S/U

Motion to spend up to \$250 for Aquanesia posters. (Dave Lick, Lynn Moratzka) M/S/U

Motion to set Executive Committee meetings on the second Thursday, 4:30 pm – 6:30 pm at the Mall (Lynn Moratzka, Dave Lick) M/S/U

September/October 2018

Motion to sell securities currently held at Edward Jones and put proceeds into money market fund (Pat Leistikow, Jan Sandberg) M/S/U

Motion to establish a policy that any large expenditure/order (over \$200) must first go to the Executive Committee and notice/paperwork for all purchases or orders must go to the Treasurer. (Lynn Moratzka, Jan Sandberg) M/S/U

Motion that Shirley ask Terry Barth to finish work on the piece for DonorSnap (Dave Lick, Brian Whittemore) M/S/U

Motion to approve \$6000 for the May 21, 2019 Youth Water Summit. (Dave Lick, Jan Best) M/S/U

Itasca Water Legacy Partnership				ATTACHMENT #2						
Detail Fiscal Year 2018										
October 15, 2018				IWLP	IWLP	Youth	Blandin	WE ARE	Blandin	
				Operating	Memorial	Summit	Shoreland	WATER	IWLP	
Beginning Balances 01/01/2018				64,943.67	1,821.36	(500.00)	1,500.00	(48.90)	25,781.90	93,498.03
Check #	Date	Name	Amount							
2117	1/4/2018	Card Service Center	14.99	14.99					14.99	
2118	1/4/2018	ICTV	250.00	250.00					250.00	
2119	1/17/2018	Kirk Gilbertson CPA	96.00	96.00					96.00	
2120	1/17/2018	Mary Shiedeler	100.00				100.00		100.00	
2121	2/7/2018	Kindem Design	1,775.00	1,775.00					1,775.00	
2122	2/7/2018	Terry Barth Design, LLC	2,274.75	2,274.75					2,274.75	
2123	2/16/2018	RMB Labs LOST	-	-					-	
2124	2/16/2018	Kirk Gilbertson CPA	136.00	136.00					136.00	
2125	2/21/2018	Itasca SWCD	500.00	500.00					500.00	
2126	2/27/2018	SFM Insurance	300.00	300.00					300.00	
2127	3/9/2018	Kirk Gilbertson CPA	64.00	64.00					64.00	
2128	3/15/2018	West Communications	1,080.00				1,080.00		1,080.00	
2129	3/15/2018	Mary Shideler	100.00	100.00					100.00	
2130	4/3/2018	Terry Barth Design, LLC	924.75	924.75					924.75	
2131	4/3/2018	Jan Best	472.84				472.84		472.84	
2132	4/3/2018	MN Lakes & Rivers	150.00	150.00					150.00	
2133	4/9/2018	Kirk Gilbertson CPA	64.00	64.00					64.00	
2134	4/11/2018	Jan Best	34.34				34.34		34.34	
2135	4/11/2018	Range, a Deluxe Company	5,995.05				5,995.05		5,995.05	
2136	4/11/2018	RMB Labs	2,000.00	2,000.00					2,000.00	
2137	5/2/2018	Evergreen Graphic Design	1,075.00				1,075.00		1,075.00	
2138	5/2/2018	Kindem Design	990.00	990.00					990.00	
2139	5/11/2018	Jan Best	50.23	31.53			18.70		50.23	
2140	5/22/2018	Kirk Gilbertson CPA	40.00	40.00					40.00	
2141	5/23/2018	ISD 318 GRHS	2,684.00		2,684.00				2,684.00	
2142	5/23/2018	John Latimer	200.00		200.00				200.00	
2143	5/23/2018	Mary Shideler	200.00		200.00				200.00	
2144	5/30/2018	Herald Review	390.00				390.00		390.00	
2145	5/30/2018	Card Service Center	29.98	29.98					29.98	
2146	5/30/2018	David Lick	15.53		15.53				15.53	
2147	5/31/2018	MN Environmental Partnership	25.00				25.00		25.00	
2148	5/31/2018	Nathan Bergstedt	100.00		100.00				100.00	
2149	5/31/2018	Rachel Randle	100.00		100.00				100.00	
2150	5/31/2018	John Schroeder	100.00		100.00				100.00	
ACH	6/1/2018	DonorSnap Web Security	15.00	15.00					15.00	
2151	6/6/2018	Terry Barth Design, LLC	62.25	62.25					62.25	
2152	6/12/2018	Itasca SWCD	110.65	83.41			27.24		110.65	
2153	6/12/2018	Bill Grantges	14.96	14.96					14.96	
2154	6/15/2018	CNA Surety	187.00	187.00					187.00	
2155	6/19/2018	Regents of the UofMinnesota	300.00				300.00		300.00	
2156	6/20/2018	Scenic Range News Forum	54.00				54.00		54.00	
2157	6/20/2018	Kirk Gilbertson CPA	56.00	56.00					56.00	
ACH	7/2/2018	DonorSnap Web Security	15.00	15.00					15.00	
2158	7/9/2018	Card Service Center	149.00	99.00			50.00		149.00	
2159	7/9/2018	David Lick	50.00		50.00				50.00	
2160	7/9/2018	Lamke Broadcasting	300.00				300.00		300.00	
2161	7/12/2018	Lamar Companies	720.00				720.00		720.00	
2162	7/12/2018	ISD 318	115.44		115.44				115.44	
2163	7/16/2018	Shirley Loegering	83.69	83.69					83.69	
2164	7/16/2018	Rapids Printing	272.53	272.53					272.53	
2165	7/16/2018	APG Media of MN LLC	750.00		400.00		350.00		750.00	
2032	7/23/2018	AT & T	1,403.80	1,403.80					1,403.80	
2166	7/30/2018	Sammy's Pizza	260.36		260.36				260.36	
2167	7/30/2018	Terry Barth Design, LLC	125.25	125.25					125.25	
2168	7/31/2018	Carissa Anderson	762.58				762.58		762.58	
ACH	7/31/2018	Withholding	70.75				70.75		70.75	
2169	7/31/2018	Central Square Mall	339.90				339.90		339.90	
2170	8/2/2018	Card Service Center	28.03				28.03		28.03	
ACH	8/2/2018	DonorSnap Web Security	15.00	15.00					15.00	
2171	8/6/2018	State of Minnesota	25.00	25.00					25.00	
2172	8/15/2018	Carissa Anderson	762.58				762.58		762.58	
ACH	8/15/2018	Withholding	70.75				70.75		70.75	
2173	8/16/2018	Lamar Companies	550.00				550.00		550.00	
2174	8/16/2018	KirkGilbertson Accounting	1,710.00	1,710.00					1,710.00	
2175	8/24/2018	ICTV	15.00				15.00		15.00	
2176	8/24/2018	Rapids Printing	35.96	35.96					35.96	
2177	8/24/2018	Carissa Anderson	74.08				74.08		74.08	
2178	8/30/2018	Central Square Mall	231.00				231.00		231.00	
2179	8/31/2018	Carissa Anderson	762.58				762.58		762.58	
ACH	8/31/2018	Withholding	70.75				70.75		70.75	
2180	8/31/2018	Card Service Center	2,157.33	15.99			2,141.34		2,157.33	

Itasca Water Legacy Partnership										
Detail Fiscal Year 2018										
			October 15, 2018		IWLP	IWLP	Youth	Blandin	WE ARE	Blandin
			Operating	Memorial	Summit	Shoreland	WATER	IWLP		
ACH	9/4/2018	DonorSnap Web Security	15.00	15.00						15.00
2181	9/10/2018	VOID	-							-
2182	9/10/2018	AT & T	244.55	244.55						244.55
2183	9/10/2018	Terry Barth Design, LLC	193.50	193.50						193.50
2184	9/14/2018	Carissa Anderson	762.58				603.35	159.23		762.58
ACH	9/14/2018	Withholding	70.75				56.91	13.84		70.75
2185	9/14/2018	GIS of Northeastern MN	1,000.00	1,000.00						1,000.00
2186	9/17/2018	Kirk Gilbertson CPA	139.40	139.40						139.40
2187	9/23/2018	Rapids Printing	41.82						41.82	41.82
2188	9/28/2018	Carissa Anderson	762.58				532.58	230.00		762.58
ACH	9/28/2018	Withholding	70.75				50.75	20.00		70.75
2189	9/30/2018	Central Square Mall	231.00				231.00			231.00
		Employer FICA share								-
Total Expenditures			38,589.61	15,553.29	-	4,225.33	18,346.10	423.07	41.82	38,589.61
Receipts										
	1/4/2018	Memberships	146.00	146.00						146.00
	1/8/2018	Memberships	225.00	225.00						225.00
	1/12/2018	K Foundation	23.28	23.28						23.28
	1/22/2018	Memberships	221.00	221.00						221.00
	1/17/2018	Insurance	5.00	5.00						5.00
	1/17/2018	Medtronic Your Cause - Donation	100.00	100.00						100.00
	1/31/2018	Interest	9.19						9.19	9.19
	2/2/2018	Memberships	50.00	50.00						50.00
	2/16/2018	Memberships	50.00	50.00						50.00
	2/16/2018	SWCD AIS grant	500.00				500.00			500.00
	2/22/2018	Memberships	50.00	50.00						50.00
	2/22/2018	Insurance Refund	101.00	101.00						101.00
	2/28/2018	Net for the Good Estee Lauder	49.00	49.00						49.00
	2/28/2018	Interest	13.27						13.27	13.27
	3/5/2018	Donation	50.00	50.00						50.00
	3/30/2018	Interest	14.70						14.70	14.70
	3/30/2018	Dividends	9.78	9.78						9.78
	4/3/2018	Memberships	50.00	50.00						50.00
	4/10/2018	SWCD	500.00				500.00			500.00
	4/30/2018	Interest	19.60	5.00					14.60	19.60
	5/4/2018	Memberships	150.00	100.00	50.00					150.00
	5/8/2018	Memberships	175.00	175.00						175.00
	5/11/2018	Memberships	96.00	96.00						96.00
	5/23/2018	Blandin	60,000.00				60,000.00			60,000.00
	5/23/2018	Wabana Lake Association	200.00				200.00			200.00
	5/23/2018	Memberships	25.00	25.00						25.00
	5/31/2018	Memberships	50.00	50.00						50.00
	5/31/2018	Interest	15.92						15.92	15.92
	6/5/2018	Memberships	125.00	125.00						125.00
	6/15/2018	Memberships	100.00	100.00						100.00
	6/22/2018	Memberships	25.00	25.00						25.00
	6/30/2018	Interest	15.10						15.10	15.10
	7/10/2018	Memberships	171.00	171.00						171.00
	7/18/2018	Memberships	100.00	100.00						100.00
	7/31/2018	Memberships	25.00	25.00						25.00
	7/31/2018	Interest	20.30						20.30	20.30
	8/2/2018	Membership	50.00	50.00						50.00
	8/6/2018	Membership	200.00	200.00						200.00
	8/14/2018	Donation Kfoundation	25.00	25.00						25.00
	8/16/2018	Membership	50.00	50.00						50.00
	8/30/2018	Membership	71.00	71.00						71.00
	8/31/2018	Interest	25.18						25.18	25.18
	9/30/2018	Interest	24.38						24.38	24.38
		Edward Jones	10.96	10.96						10.96
		Bank Interest	5.00	5.00						5.00
Total Receipts			63,941.66	2,539.02	50.00	61,200.00	-	152.64	63,941.66	
Current Balance			118,850.08	51,929.40	1,871.36	(4,725.33)	44,353.90	(471.97)	25,892.72	118,850.08

ATTACHMENT #4

Itasca Waters Coordinator Report

Carissa Anderson

August 2018 through September 2018

Please note that this list is a brief outline of the work that I have been doing. For more details or a daily log please contact me and I will provide it. For the sake of time I tried to be succinct.

Office Work:

- Office Set Up
- Created Report for Board Meeting
- Email Correspondence – this takes at least an hour most days
- Picked up and hung Map for office
- Hung up Kayak and Photos at Office
- Designed and Ordered Business Cards
- Promotional Photos (always ongoing)
- Updated Itasca Waters Info with Chamber
- Shoreland Consultant List - updated, organized and put into excel format
- Time Sheet Created for August
- Registered for Blandin Training (Oct. 11th)
- Work on Sept. Time Sheet
- Reports for Exec Meeting

Website and Tech Work:

- Meeting with Terry for website training - phone meeting
- Mailchimp Account Set-up
- Website Work – Worked with Terry on prominent Events tab, Email sign-up from the home page, Updated social media links
- Imported Emails from lists from Shirley and Jan B. so we have everything in a central location online
- Mailchimp link to Facebook
- Website updates to Events Tab
- Website updates to Partners Tab
- Website updates to Reports tab
- Social Media Updates (on a regular basis)
 - Instagram currently has 80 Followers (this is an increase of 60 since our last meeting)
 - Facebook currently has 177 Followers (this is an increase of 28 since our last meeting)
- Created and sent 2 email newsletters to Itasca Waters members (over 2 months)
- Peachjar Account created and set-up (ISD 318 – email correspondence)
- Received payment from Northern Lights and Sent ISD 318 flier
- Facebook Promo targeted and started – Aquanesia

Meetings:

8/6/18 Meeting with Lynn
8/14/18 Meeting with Dave and John C. about Bush Grant
8/16/18 Meeting with Dave and Laura C. - Bush Grant
8/16/18 Meeting with Pat
8/16/18 Meeting with Lynn
8/23/18 Met with Lilah C. about Event with Historical Society
8/30/18 Meeting with Lynn
9/6/18 Youth Water Summit Meeting - Dave & Melanie D.
9/10/18 Meeting with Steve at Northern Lights - Aquanesia
9/12/18 Meeting with Dave and Tim regarding Blandin Grant Events
9/12/18 Meeting with Dave and Tim regarding Shoreland Consultants
9/13/18 Meeting with Lynn
9/14/18 Conference Call - We are Water (with Brian and Jan B.)
9/18/18 Youth Water Summit Meeting with Organizers
9/19/18 Meeting with Dave to update email list from his email
9/20/18 Downtown Business Association Meeting
9/24/18 Phone Meeting with Sarah at Northern Lights
9/28/18 Meeting with Sarah at Northern Lights -last minute details for Aquanesia

Event Work:

Please note these are only the projects that I have made significant progress in over the last 2 months and are already in process of implementation. I am only providing a synopsis – if you would like details for each project I would be happy to provide them. There are many others that will be added to this list but are still in the beginning stages.

Aquanesia – see separate detailed report

Waterschool - Research and Curriculum Design

Kid's Coloring Contest – Partnering with MacRostie, Thousand Lakes, Wired 2 Fish

DNR Hosted Wild Rice Harvesting Demo – talked with DNR in person and emailed a presenter

Shoreland Consultant Project – working with Dave and Tim.

Ice Harvesting Demonstration – partnering with the Downtown Business Association

We Are Water – working with Jennifer T., Brian, and Jan

Kayak/Canoe Festival – partnering with Paddle Hoppers

Youth Water Summit – partnering with Area Schools and Community Education

Water Bar – Working with Jennifer T., Brian and Jan

Water Walker Ceremony – this is mostly Brian and Jan's project – I am support staff

Other businesses that I have been in contact with about partnering but no specific projects have been scheduled yet: Klockow Brewing, Central School



Itasca Waters

PO Box 881
Grand Rapids, MN 55744
December 1, 2018

Dear Friend of Itasca Waters:

Thank you for your support of Itasca Waters! We have been able to accomplish some of our water conservation goals this year and look forward to being able to continue to serve as a resource for all of Itasca County.

Itasca Waters' current focus includes the following five topics: Septic, Erosion, Shoreland, Forest Management and Aquatic Zones. Detailed information can be found on our website: itascawaters.org

In 2018, thanks to our member's financial support, we accomplished the following:

- Published a comprehensive Shoreland Guide and posted it to our newly designed website. Copies were and are still being distributed to local businesses, non-profits, residents, and partners.
- Held the eighth annual Youth Water Summit for all 5th graders in Grand Rapids, Greenway, and Bigfork
- Sponsored a well-attended septic system seminar
- Hosted a Shoreland informational session at the Grand Rapids Library
- As part of the state-wide *We Are Water* initiative; co-sponsored an outdoor family-oriented adventure game called Aquanesia
- Rented a new office and meeting space in the Central Square Mall
- Through a Blandin Foundation grant, hired Carissa Anderson as part-time Itasca Waters Coordinator. She can be reached at Carissa@itascawaters.org or by telephone at 218-256-5998.

We hope you have had a chance to participate in and/or use some of the above resources. However, Itasca Waters needs your help to continue to operate and meet the needs of our community. Please consider a charitable donation. This donation will also make you a member of Itasca Waters, and your membership is very important to us! We rely on our members not only for their monetary donations, but also for their input, expertise, and help spreading the word about the importance of healthy water in Itasca County.

If you are already a member, please be advised that we are changing the way we will be conducting our membership campaigns and will be sending out biannual requests for your support. Any donation(s) in a calendar year (from January through December) will be considered a membership donation for that year.

Water quality has been in the news a lot in recent years. Itasca Waters is making a strong effort to keep the waters of Itasca County healthy and clean now and for future generations! We need and appreciate your financial support. Thank you from all of us at Itasca Waters!

Sincerely,

David Lick, President

Itasca Waters Board of Directors	John Downing	Tim Scherkenbach	Eric Raitanen, USFS
David Lick, President	Patty Gould-St. Aubin	Davin Tinquist	Dan Steward, BWSR
Pat Leistikow, Treasurer	Bill Grantges	Brian Whittemore	Dan Swenson, Itasca Co
Jan Sandberg, Secretary	Katie Hopkins		Environmental Services
Jan Best	William Marshall	Advisory Board	
Megan Christianson	Lynn Moratzka	Andy Arens, SWCD	
Kathy Cone			Emeritus Board Member: Harold Dziuk

ATTACHMENT #7

Yes, I/we would like to demonstrate our commitment to the 2019 stewardship of our water resources as follows.

\$30 \$50 \$75 \$100 \$200 \$250 \$500 \$1000 Other \$_____

Please add my name(s) to Itasca Waters growing list of volunteers. If you are already a volunteer, **THANK YOU!**
Your name(s) will be listed as a supporter on Itasca Waters website at www.ItascaWaters.org unless you opt out here.

Donate online on our website or make check payable to Itasca Waters and return with this self-addressed envelope.

Address: _____ City/State/Zip _____

Phone (____) _____ Email _____

Giving us your email helps us to save mailing costs. We will not share your email with any other entities.

Support such as yours is important to keep relevant water research and educational programs vital here in Itasca County. While Itasca Waters has been very successful in obtaining funds for **many** unique water projects in Itasca County, it could not be done without the financial support from citizens like you and the many wonderful citizen volunteers.

Please join in the conversation about water and learn about current events at: www.Facebook.com/Itasca.Waters/

Contact us at: info@ItascaWaters.org



Itasca Waters is a 501c3 nonprofit organization. No goods or services were provided to you in return for your gift. The full amount of your gift is deductible for Federal income tax purposes. Itasca Waters' tax ID 27-411875.

Thank you for your donation!

ATTCHMENT #8

Fundraising for Nonprofits

October 4-5, 2018

Sponsored by Blandin Foundation

Short report by Shirley Loegering

Jan Sandberg and I attended the two-day workshop. Some ideas that you will be hearing more about are:

- Do a survey of current members. If any Board member has experience in developing surveys, please let Jan S. or Shirley know.
- Complete an Annual Fund Gift Range Chart with a goal for 2019 (Done)
- Don't treat all donors the same:
 - Top-tier donors should be contacted in person by a Board member and not by letter
 - Mid-tier donors who have given 3 years or more can be asked to increase their support
- Normal renewal rates are 65-70%. Itasca Waters' renewal rate has run about 68%.

Administrative items to keep the organization vital:

- Important to do an audit, both managerial and financial
- Develop a "Vision" statement
- Per the Adizs bell curve model, Itasca Waters is in its GoGo to Adolescent years. The next steps are Prime, Fail (top of bell curve), Aristocracy, Bureaucracy (trying to control decline) and death. Most nonprofits fail between years 7-9.
- Important to share a 5-min. story at each Board meeting (could be used in Carissa's newsletter)

ATTACHMENT #9

Gift Range	2016			2017			2019 ANNUAL FUND GIFT RANGE CHART \$10,000 GOAL			
	# of Gifts	Cumulative \$\$	Cumulative # of Gifts	# of Gifts	Cumulative \$\$	Cumulative # of Gifts	2019 # of Prospective Donors	Cumulative # of Prospects	\$\$ per Range	Cumulative \$\$
TOP TIER	<1%	15%		3%	27%		26%			
1,000.00	1	1,000.00	1	1	1,000.00	1	1	1	1,000.00	1,000.00
				1	600.00	2	1	2	600.00	1,600.00
				1	500.00	3	2	4	1,000.00	2,600.00
<i>Subtotal</i>	<i>1</i>	<i>1,000.00</i>	<i>1</i>	<i>3</i>	<i>2,100.00</i>		<i>4</i>		<i>2,600.00</i>	<i>2,600.00</i>
MID-LEVEL	18%	42%		21%	36%		34%			
300.00	2	600.00	3	1	300.00	4	1	5	300.00	300.00
250.00				0	0.00	4				
200.00	1	200.00	4	1	200.00	5	2	7	400.00	700.00
150.00	1	150.00	5	1	150.00	6				
119.00	3	357.00	8	3	357.00	9				
100.00	15	1,500.00	23	17	1,700.00	26	27	34	2,700.00	3,400.00
96.00	1	96.00	24							
<i>Subtotal</i>	<i>23</i>	<i>2,903.00</i>		<i>23</i>	<i>2,707.00</i>				<i>3,400.00</i>	<i>3,400.00</i>
MAJORITY	81%	43%		76%	37%		40%			
75.00				1	75.00	27	2	36	150.00	150.00
71.00	1	71.00	25	5	355.00	32				
58.00	1	58.00	26							
57.00	1	57.00	27							
50.00	11	550.00	38	11	650.00	43	20	56	1,000.00	1,150.00
40.00	1	40.00	39							
35.00	1	35.00	40							
30.00	2	60.00	42	1	30.00	44				
29.00	7	203.00	49							
25.00	74	1,850.00	123	67	1,675.00	111	114	170	2,850.00	4,000.00
20.00	1	20.00	124							
10.00	1	10.00	125							
<i>Subtotal</i>	<i>101</i>	<i>2,954.00</i>		<i>85</i>	<i>2,785.00</i>		<i>136</i>		<i>4,000.00</i>	<i>4,000.00</i>
TOTALS	125	6,857.00		111	7,592.00		170			10,000.00
							Blue highlight indicates areas of increase			
							2010	3,080.00		
							2011	7,435.00	4 @\$500	Stock \$582
							2012	6,130.00	5 @\$500	
							2013	8,216.00	4 @\$500	1 @\$5,000 1 @1,000 Stock \$321
							2014	6,480.00	1 @\$1000	
							2015	5,780.00	1 @\$1000	Stock \$277

ATTACHMENT #10

Itasca Waters										
2018 Budget to Actual										
October 15, 2018								Note		
January 2018- December 2018	Budget	Year to Date	Budget	Year to Date	Budget	Year to Date	3 Year	Budget	We Are	
	Itasca Waters	Itasca Waters	Current	Blandin Old	New	Blandin New	Blandin	We Are	Water	
	Operating	Operating	Blandin(Summits)		Blandin		Budget	Water	Year to Date	
Revenues										
Memberships and Donations	8,500.00	2,452.28								
Misc Grants	1,500.00				7,000.00	2,700.00		10,000.00		
Blandin Grant					50,000.00	60,000.00	150,000.00			
Memorials	400.00									
Interest and Dividends	30.00	25.74	152.64							
Administrative fee	1,500.00									
Miscellaneous										
Total Revenue	11,930.00	2,478.02	152.64	-	57,000.00	62,700.00	150,000.00	10,000.00	-	
Expenditures										
Contracted Services	500.00	2,000.00	1,700.00	815.44	7,900.00	2,255.00	25,900.00			
Salaries and Wages					25,000.00	3,743.58	75,380.00	6,000.00	423.07	
Employer paid benefits					2,300.00					
Accounting Fees	1,500.00	2,305.40								
Dues and Memberships	1,000.00	925.00								
Equipment										
Fuel and Oil										
Grant Administration Fee					1,500.00		4,500.00			
Insurance	2,500.00	1,381.00								
Interest and bank fees	10.00									
Mileage and Travel					940.00	27.24	2,820.00			
Registration Conferences										
Postage	300.00	65.99	40.00	50.00	500.00	410.00				
Program Supplies	500.00	83.41	3,360.00	2,959.89	2,500.00	315.00	7,500.00	1,250.00		
Promotion	3,000.00	308.49	400.00	441.82	16,400.00	2,467.03	11,700.00	1,250.00		
Telephone		1,648.35								
Rental and Storage	5,000.00		500.00		1,000.00	801.90	12,000.00	500.00		
Repair and Maintenance										
Printing						6,013.75				
Supplies	1,000.00	179.18			400.00	2,312.60	10,200.00	1,000.00		
Website	1,620.00	6,550.47			5,000.00					
Total Expenditures	16,930.00	15,447.29	6,000.00	4,267.15	63,440.00	18,346.10	150,000.00	10,000.00	423.07	
Revenue less expenditures	(5,000.00)	(12,969.27)	(5,847.36)	(4,267.15)	(6,440.00)	44,353.90	-	-	(423.07)	