

“Team Up for Clean Waters”
Itasca Waters
Quarterly Board Meeting
Friday, January 28, 2019 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, Tim Scherkenbach, Davin Tinquist, Brian Whittemore, Pat Leistikow, Shirley Loegering

Technical Board present: none

Board absent: Megan Christianson, Katy Hopkins, Bill Grantges, Patty Gould-St. Aubin, Bill Marshall, Jan Sandberg

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

Staff: Carissa Anderson

Guest: Ben Benoit (appointed to Board at the meeting)

1. Administrative Items

a. Agenda distributed in advance of the meeting

Motion to approve the agenda circulated before the meeting with the addition of membership dues to ICTV and billboards. (John Downing, Pat Leistikow) M/S/U

b. Minutes from Quarterly Board meeting October 22, 2018 distributed in advance of the meeting

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

c. Financial Report

Attachments #1 (year summary) and #2 (transactions) were circulated previously. Pat mentioned transferring web costs to old Blandin Grant.

Motion to approve the financial report. (Brian Whittemore, John Downing) M/S/U

d. Ratify Past Actions of the Executive Committee circulated in advance of the meeting

Attachment #3. John D. wanted clarification on the Frozen Fairways event and what it has to do with IW. Carissa explained that we are doing an Ice Harvesting demo.

Motion to approve the actions of the Executive Committee for November 2018 – January 2019. (John Downing, Brian Whittemore) M/S/U

e. Reappoint Board Members with Expiring Terms to Terms Ending in 2022

Lynn Moratzka, Kathy Cone, and Bill Marshall have agreed to a term renewal.

Motion to appoint Lynn Moratzka, Kathy Cone, and Bill Marshall to the Itasca Waters Board to terms ending in 2022. (John Downing, Davin Tinquist) M/S/U

f. Appoint New Board Member to Term Ending in 2022: Benjamin Benoit

Dave read Ben’s bio (Attachment #4) and expressed his gratitude for his willingness to join the Itasca Waters Board.

Motion to appoint Ben Benoit to the Itasca Waters Board to a term expiring in 2022. (John Downing, Pat Leistikow) M/S/U

g. Elect Officers to Three-Year Terms: President, Vice-President, Treasurer, Secretary

The current officers are: President – Dave Lick, Vice President – Vacant, Treasurer-Pat Leistikow, Secretary-Jan Sandberg.

Motion to appoint Brian Whittemore as Itasca Waters Vice President. (Tim Scherkenbach, Lynn Moratzka) M/S/U

Motion to appoint for three-year terms to the Itasca Waters Board: Dave Lick as President, Pat Leistikow as Treasurer and Jan Sandberg as Secretary. (John Downing, Davin Tinquist) M/S/U

h. President's Report

Dave Lick summarized Itasca Waters accomplishments in 2018: Shoreland Guide, updated website, billboard signage, Blandin Foundation grant success, septic seminar, Youth Water Summit, University of MN Morris survey work (Tim S lead), planning for Board development retreat (Lynn Moratzka & committee), We are Water planning (Jan B and Brian W), Shirley Loegering re-joined the Board, Aquanesia, hired Carissa Anderson as Coordinator, initiated work on Bush Foundation grant. It was a full and productive year and Itasca Waters is starting to have real impact.

i. Coordinator's Report

Carissa gave a run-down of events (Attachment #5). Several board members were excited about the possible Native American connection and would like to incorporate activities during Family Picnic Event. Also see Attachment #6, an article written by Carissa for the newspaper.

j. 2019 Budget

Attachment #7. Pat summarized the proposal and pointed out that the general operating budget is in a deficit of \$4451.00 for 2019. We ended 2018 in a deficit.

The old Blandin Grant is used for the Youth Water Summit and for part of the website expense. Shirley pointed out that she has something different than Pat for dollars from fundraising--they will meet to discuss and resolve.

Motion to approve the proposed budget for 2019. (Brian Whittemore, Jan Best) M/S/U

2. Projects

a. University of Morris—Survey for Blandin Grant

See Attachment #8 provided by Tim Scherkenbach. Tim was unable to speak in detail to the document as he was on the phone and was disconnected.

b. Shoreland

Jan Best reported that Karen Terry wants some brainstorming ideas for how we can get things moving on this project.

Dave Lick gave a summary of the Shoreland Potential Advisors Meeting: Thirteen people were invited to a shoreland meeting at Forest Lake Restaurant and nine people attended. Karen Terry from the U of MN Extension talked to them about what they would need to do to become an advisor. After the meeting, the attendees agreed that it was a worth-while project and they were interested in continuing. Karen Terry was looking for names of people that they could recommend that would push the program forward. Karen really liked the idea and said it was a program she would like to continue. Andy Arens was in attendance and was for the further development of the program and liked the idea once he had more information about the program. Next steps are to compose a letter and invite another 20 or so people to get them to come to another meeting. We hope to continue until there are a significant number of people signed up, start to create the program and look for changes in the shoreland of our community. The survey done through U of MN Morris could go hand in hand with this program. 500 people responded to

that survey and this is valuable information when only 150 responses were expected. Hopefully we can organize another meeting in February.

Jan Best – Karen Terry wants us to discuss what educational topics we want her to cover at the meetings. Dave suggests that participants read the Shoreland Guide three times. Pat recommends pointing out the negative consequences of not taking care of water.

Dave Lick – we talk with the Bush Foundation tomorrow and if the application is approved that money will be used to make IW even more identifiable when we talk to people about what they need. Note that the Bush Foundation funds process. He is worried that IW doesn't have the time for this project, but Laura Connelly will spearhead the work --- someone from the board needs to track the process and progress.

c. We are Water

Brian Whittemore - Bemidji (their exhibit ran through January 19th) was debriefed through conference call and they recommended that we have set hours. The Reif can provide staff during the day but we will have to staff at night if we need to extend hours. The Reif has signed a letter of understanding outlining responsibilities.

We will need to organize a volunteer group for exhibit hours. We each should visit a We Are Water exhibit—Brian recommends Duluth (Fond du Lac).

Keep promoting partnerships. Bemidji set up a business event and held a series of small events (example was a fly-tying class). Opening Ceremony was a big event with food, poetry, telling water stories, city officials, etc.....

Jan Best - Bemidji Soil and Water held a board meeting at the Bemidji exhibit

NOTE: The We are Water schedule between now and the Grand Rapids event (not all venues are included):

Crookston

West Polk County Soil and Water Conservation District
Kiehle Rotunda, University of Minnesota Crookston
Jan. 21 – March 4, 2019

Duluth

Fond du Lac Band of Lake Superior Chippewa
Great Lakes Aquarium
March 10 – April 22, 2019

Austin

Cedar River Watershed District
April 27 – June 16, 2019

Northfield

Cannon River Watershed Partnership
June 20 – July 28, 2019

d. ICTV

ICTV Membership– Pat Leistikow recommends putting Carissa Anderson as contact for Itasca Waters for ICTV.

Motion to pay ICTV membership dues of \$250 for the Access TV Patron level of membership. (Dave Lick, Jan Best) M/S/U

Attachment #9--ICTV programs proposed by Brian Whittemore. Brian provided details on the suggested focus of programs. There will be 6 programs. He also provided a contract from ICTV and Two Rivers that was previously approved by board.

Brian Whittemore is looking for people to interview. John Downing said he would be willing to be a part of any of the videos and work with Brian.

e. Board Retreat

Attachment #10. Lynn Moratzka sent this recap email before the meeting. There is a Development Committee (Moratzka, Loegering, Sandberg, Anderson) working with Propel. Blandin is underwriting the \$5,000 cost for Propel. The key element is a group retreat. We are trying for a Thursday due to weekend conflicts of board members. The date proposed is May 23rd in the afternoon into evening. Please email Lynn if there are any conflicts. Jennifer from Propel will use Survey Monkey to send out a survey regarding board cohesiveness. She will keep that information confidential but will use it to help plan the retreat to better fit the needs of the board.

There is some concern over using the Myers-Briggs instrument, but Tim knows a professional at the MPCA and that person is trained and would be willing to offer advice/expertise if it is decided by the Development Committee to pursue that instrument. The intent is to gain a better perspective on how our different working styles coordinate.

Brian and John both think we should investigate using facilities at Sugar Lake Lodge.

Everyone in attendance at this quarterly meeting can make the May 23rd date with no conflicts.

3. Grant Applications

a. Bush Community Innovation Grant

Dave Lick covered some of this earlier. He is meeting with Bush staff tomorrow (Jan. 29th).

b. LCCMR – State Grant

Jan Best -they have smaller grants available which they haven't in the past. Maybe we can incorporate one of those into our Shoreland initiative.

John Downing – has talked to them before and been unsuccessful. The application must have a tight link with environmental quality and improvement. They also like specific projects that make a positive change to the environment (ex. Wetland restoration). The proposal can be very difficult even though it's short.

Dave Lick – if Bush funds us for process, we already have the Shoreland guide, but we are missing places to show people what a restoration looks like (ex. Get Zorbaz to give us shoreland to use as example). LCCMR money could be used to create an example.

John Downing – The shoreland guide could almost be used as the application.

Ben Benoit – The last project Leech Lake did was a solar project grant where the solar energy was used to pay people back. What about a city park that is on a lake - maybe Trout Lake in Coleraine?

Lynn Moratzka – Coleraine has a great partnership with DNR.

Kathy Cone – they have examples and pictures of how the shoreland can be rescued in just 5 years.

Dave noted that the grant application is due March 15. Brian recommended that John D., Ben, and Jan B. form a committee that would work on this.

4. Committee Reports

a. Membership

See Attachment #11. Shirley Loegering – since report was sent, we have 6 new members from different lakes. She will be sending a reminder to people that haven't renewed yet. She encourages all board members to donate.

John Downing – how do you find out if your membership lapses. Is there a reminder that goes out? Shirley has been sending an email to remind members

Dave Lick- has been meeting with Realtors (husband and wife) about joining and they are considering. They think we need to distribute the Shoreland Guides more widely. They are also interested in doing continuing education on shoreland topics.

b. Education

Kathy Cone spoke with Roger Clarke and he and Corey don't have a form for the Youth Water Summit facilities contract. They assured Kathy that we have the facilities reserved they just haven't gotten the paperwork ready.

2019 Meetings

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

April 15, July 15, October 21

Executive Committee meetings are the second Thursday at 4:30 pm at the Central Square Mall meeting room. Agendas and 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.

Upcoming Executive Committee meetings for 2019 are: February 14, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14, and December 12

ATTACHMENT #1

Itasca Waters							
December Summary	2018		FINAL				
Fiscal Year ending 12/31/2018							
January 17, 2018							
	IWLP		Youth Education	Shoreland		Blandin	
	Operating	Memorials	Summit	Project	WE ARE WATER	IWLP Operating	Total
Revenue							
Beginning Balance 01/01/2018	64,894.77	1,821.36	(500.00)	1,500.00	-	25,781.90	93,498.03
Memberships and Donations	6,570.63						6,570.63
Misc Grants	974.02		4,725.33	1,200.00			6,899.35
Blandin Grants				60,000.00			60,000.00
Memorials		75.00					75.00
Interest and Dividends	35.80					234.63	270.43
Gain(loss) on sale	(508.75)						
Administrative fee							-
Miscellaneous	(5.48)						(5.48)
Subtotal Revenue FY 2018	7,066.22	75.00	4,725.33	61,200.00	-	234.63	73,301.18
Available Cash Revenue FY 2018	\$ 71,960.99	\$ 1,896.36	\$ 4,225.33	\$ 62,700.00	\$ -	\$ 26,016.53	\$ 166,799.21
Expenditures							
Contracted Services	2,000.00		815.44	4,375.00			7,190.44
Salaries and Wages				7,782.06	1,384.57		9,166.63
Employer paid benefits	8.00			541.23	32.52		581.75
Telephone	2,074.03						2,074.03
Accounting Fees	2,698.10						2,698.10
Dues and Memberships	1,670.00						1,670.00
Grant Administration Fee							-
Insurance	2,785.00						2,785.00
Interest and fees	48.24						48.24
Mileage and Travel				27.24			27.24
Registration Conferences							-
Postage	143.98		50.00	410.00			603.98
Education						4,725.33	4,725.33
Program Supplies	288.31		2,959.89	455.00			3,703.20
Office Supplies	255.29			2,335.23			2,590.52
Promotion	383.49		400.00	3,017.03		72.56	3,873.08
Membership Drive	1,193.42						1,193.42
Reimbursement Other							-
Rental and Storage				1,386.00			1,386.00
Repair and Maintenance							-
Printing	46.49			6,013.75			6,060.24
Website	71.96			2,295.75		4,149.75	6,517.46
Subtotal Expenditures FY 2018	\$ 13,666.31	\$ -	\$ 4,225.33	\$ 28,638.29	\$ 1,417.09	\$ 8,947.64	\$ 56,894.66
Ending Cash balance 12/31/2018	\$ 58,294.68	\$ 1,896.36	\$ -	\$ 34,061.71	\$ (1,417.09)	\$ 17,068.89	\$ 109,904.55
Checking							50,290.83
Payroll timing differences							(141.50)
Savings							59,426.87
Edward Jones							328.35
Total Cash Balance 12/31/2018							\$ 109,904.55

ATTACHMENT #2

Itasca Water Legacy Partnership										
Detail Fiscal Year 2018										
January 21, 2019				IWLP	IWLP	Youth	Blandin	WE ARE	Blandin	
				Operating	Memorial	Summit	Shoreland	WATER	IWLP	
Beginning Balances 01/01/2018				64,894.77	1,821.36	(500.00)	1,500.00	-	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	KirkGilberstson 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

Itasca Water Legacy Partnership										
Detail Fiscal Year 2018										
January 21, 2019										
				IWLP	IWLP	Youth	Blandin	WE ARE	Blandin	
				Operating	Memorial	Summit	Shoreland	WATER	IWLP	
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
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
ACH	10/2/2018	DonorSnap Web Security	15.00	15.00						15.00
2190	10/3/2018	Card Service Center	63.62	40.99			22.63			63.62
2191	10/3/2018	Rapids Printing	30.74						30.74	30.74
ACH	10/4/2018	AT & T	141.75	141.75						141.75
2192	10/15/2018	Carissa Anderson	762.58				762.58			762.58
	10/15/2018	Withholding	70.75				70.75			70.75
2193	10/12/2018	Kirk Gilbertson CPA	146.60	146.60						146.60
2194	10/15/2018	SWCD	204.90	204.90						204.90
2195	10/31/2018	Carissa Anderson	762.58				762.58			762.58
	10/31/2018	Withholding	70.75				70.75			70.75
2196	10/31/2018	Northern Community Radio	500.00	500.00						500.00
2197	10/31/2018	Central Square Mall	231.00				231.00			231.00
2198		VOID								-
2199	11/1/2018	Card Service Center	75.27	75.27						75.27
	11/2/2018	DonorSnap Web Security	23.24	23.24						23.24
2200	11/9/2018	AT & T	139.10	139.10						139.10
2033		VOID								-
2034	11/12/2018	Rapids Printing	577.97	577.97						577.97
2035	11/12/2018	Kirk Gilbertson CPA	124.30	124.30						124.30
2036	11/12/2018	Grand Rapids Chamber	270.00	270.00						270.00
2037	11/12/2018	S&S Excavating	2,120.00				2,120.00			2,120.00
2038	11/12/2018	US Postal Service	62.00	62.00						62.00
	11/14/2018	DLX FOR BUSINESS	122.60	122.60						122.60
2039	11/30/2018	Central Square Mall	122.10				122.10			122.10
2040	11/15/2018	Carissa Anderson	762.50				762.50			762.50
	11/15/2018	Withholding	70.75				70.75			70.75
2041	11/30/2018	Carissa Anderson	762.58				762.58			762.58
	11/30/2018	Withholding	70.75				70.75			70.75
2042	11/15/2018	Lamar Companies	550.00				550.00			550.00
2043	11/16/2018	IWLP	4,725.33						4,725.33	4,725.33
	11/28/2018	DonorSnap	450.00	450.00						450.00
	12/3/2018	DonorSnap Web Security	35.39	35.39						35.39
	12/4/2018	FirstFund ACH	1.00	1.00						1.00
2044	12/10/2018	Card Service Center	1.72	1.72						1.72
2045	12/14/2018	Carissa Anderson	762.58				25.67	807.66		833.33
	12/14/2018	Withholding	70.75							-
2046	12/18/2018	AT & T	144.83	144.83						144.83
2047	12/20/2018	KirkGilbertson Accounting	121.80	121.80						121.80
2048	12/20/2018	David Lick	140.00				140.00			140.00
2049	12/20/2018	Shirley Loegering	16.23	16.23						16.23
2050	12/22/2018	Rapids Printing	37.83	37.83						37.83
2201	12/27/2018	Western National Insurance	1,504.00	1,504.00						1,504.00
2202	12/31/2018	Carissa Anderson	762.58				679.49	153.84		833.33
	12/31/2018	Withholding	70.75							-
2203	12/31/2018	Central Square Mall	231.00				231.00			231.00
		Employer Unemployment	8.00	8.00						8.00
		Employer FICA share	573.75				541.23	32.52		573.75
										-
Total Expenditures			57,100.58	13,872.31	-	4,225.33	28,638.21	1,417.09	8,947.64	57,100.58
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

Itasca Water Legacy Partnership									
Detail Fiscal Year 2018									
January 21, 2019									
			IWLP	IWLP	Youth	Blandin	WE ARE	Blandin	
			Operating	Memorial	Summit	Shoreland	WATER	IWLP	
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
4/3/2018	Memberships	50.00	25.00	25.00					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
10/12/2018	GIS refund	100.00	100.00						100.00
10/16/2018	Memberships	2.00	2.00						2.00
10/17/2018	Memberships	50.00	50.00						50.00
10/22/2018	Memberships	100.00	100.00						100.00
10/23/2018	Memberships	100.00	100.00						100.00
10/29/2018	Memberships	100.00	100.00						100.00
10/31/2018	Memberships	50.00	50.00						50.00
10/31/2018	Interest	27.40						27.40	27.40
11/2-11/13	DonorSnap EFT	659.00	659.00						659.00
11/16/2018	Membershp	100.00	100.00						100.00
11/19/2018	Membershp	305.00	305.00						305.00
11/19/2018	Membershp	370.00	370.00						370.00
11/19/2018	IWLP	4,725.33			4,725.33				4,725.33
11/26/2018	GiveMN	215.00	215.00						215.00
11/26/2018	GiveMN fees	(4.48)	(4.48)						(4.48)
11/27/2018	Memberships	230.00	230.00						230.00
11/27/2018	DonorSnap EFT	28.00	28.00						28.00
11/28/2018	Memberships	125.00	125.00						125.00
11/28/2018	DonorSnap EFT	50.00	50.00						50.00
11/30/2018	Interest	26.84						26.84	26.84
12/7/2018	Membership	785.00	785.00						785.00
12/18/2018	Membership	305.00	305.00						305.00
12/18/185	MiscGrant Conze	974.02	974.02						974.02
12/27/2018	Memberships	110.00	110.00						110.00
12/18/1931	Memberships	180.00	180.00						180.00
12/31/2018	Interest	27.75						27.75	27.75
	Dividends	30.80	30.80						30.80
	Edward Jones	(508.75)	(508.75)						(508.75)
	Edward Jones	328.35	328.35						328.35
		(0.08)	0.08						0.08
Total Receipts		73,507.10	7,272.30	75.00	4,725.33	61,200.00	-	234.63	73,507.26
Current Balance		109,904.55	58,294.76	1,896.36	-	34,061.79	(1,417.09)	17,068.89	109,904.71

ATTACHMENT #3

Summary of Past Executive Committee Actions—November 2018 – January 2019

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.

November 2018

Motion to approve \$1,200 to reserve Camp Bluewater for June 17 – 21, 2019. (Pat Leistikow, Jan Best) M/S/U

Motion to approve four events for submission to MN Humanities as official We are Water events: Summer Water Camp, On the River Water Day, Lakeshore Consultants, Native/non-native Water Day. (Dave Lick, Pat Leistikow) M/S/U

December 2018

Motion that Dave Lick sign a letter of intent with Propel for Board development, at a cost of \$5,000. (Brian Whittlemore, Jan Best) M/S/U

Motion to sponsor the Frozen Fairways Golf Classic Tournament at the \$250 level and form a four-person team. (Shirley Loegering, Tim Scherkenbach) M/S/U

January 2019

Motion that \$4,000 of older website expenditures will come out of the old Blandin grant, \$1500-\$1800 incurred after award of the new Blandin grant will be assigned to the new Blandin grant. (Lynn Moratzka, Shirley Loegering) M/S/U

Motion to approve the 2019 budget for submission to the full Board. (Tim Scherkenbach, Shirley Loegering) M/S/U

ATTACHMENT #4

Personal Bio—Ben Benoit



Hello my name is Ben Benoit and I have lived all over the State of Mn as well as outside of the state. Born in Hartford Conn, I like to jokingly tell people that I have lived the Ojibwe migration story. Starting on the East coast and ultimately making my way to Minnesota. I went to high school in Anoka, began college at St Cloud State and finished with a Bachelor's of Science degree from the University of Minnesota, Twin Cities in Biochemistry. I took a few years off of school after graduating high school to grow up and hope that my experience has made me more rounded and a better person for it.

After college I worked for a few years in industry, as a microbiologist and chemist and when I began looking for a house decided that city life wasn't for me and it was time to rejoin my family in the North. The best parts of Minnesota are found in this area. Some of the most pristine lakes and watersheds in the county and I am committed to protecting them for future generations to rely on as my family does today. I was taught that if we care for the manoomin, land and waters, they will care for us. That is the mission I work towards as Leech Lake Environmental Director and as an anishinaabe man. I hope that through working with Itasca Waters I can further develop relationships between local governments, help push projects that benefit all parties and share the core values that bring people together to care about the water.

ATTACHMENT #5

Coordinator Report

January 2019

Itasca Waters Quarterly Meeting

This is a list of events that I have been working on. I have tried to be brief in my descriptions in order not to bog everyone down with details. However, if you would like any additional information on any of these events and collaborations, I would be happy to provide them.

We Are Water Event:

Working with City of Grand Rapids and Arts and Cultural Commission on collaborating with a sculptor to create a community involved **Art Piece** that will be completed during We are Water and displayed as a permanent piece in downtown Grand Rapids.

We Are Water Event:

Working with KAXE and the Downtown Business Association on a July 5th **Community Picnic** and Art Walk that is centered around the theme of water. We have the KAXE tent reserved and will be providing education/science/art/food in a community picnic setting.

Had to cancel the idea (for now) of a **Summer Water Camp** for kids as I was unable to secure teachers. Will keep this idea for a future possibility.

Working with Boys and Girls Club, Rotary, Visit Grand Rapids, Herald Review, Central School, Itasca Historical Society, and YMCA on an **Ice Golf** Community Event to be held on Feb. 9th on the Forest Lake. Need 4 people from Itasca Waters to form a golf team.

Continuing work on the **Youth Water Summit** with ISD 318, 317, and 316.

Meeting with **MacRostie Art Center** regarding an artist collaboration. Katie Marshall contacted me and we are meeting sometime in the next week to go over some events they have in mind that could coincide with We are Water.

Working with an Itasca Waters Committee to assist in the coordination of a **Board Retreat**.

Working with an Itasca Waters Committee to assist in the coordination of the Shoreland Project and **Shoreland Advisors Program**.

Working with an Itasca Waters Committee to assist in the other 2 **We Are Water** events as needed.

Please note that this report does not contain any information on the clerical and administrative work that I have done. If you would like that information please let me know. Thank you!

ATTACHMENT #6

Grand Rapids Needs a Low-Salt Diet

Did you know that it only takes one teaspoon of salt to permanently pollute five gallons of water? Although salt helps keep our roads safe it contains chloride, a water pollutant. So, what can we do to protect our local water but still keep up with winter maintenance and snowy slippery roads?

Here are some tips from the Minnesota Pollution Control Agency that we can all follow:

- **Shovel.** The more snow and ice you remove manually, the less salt you will have to use and the more effective it can be. Whether you use a shovel, snow blower, snow plow, or ice scraper, get out there as early as you can and keep up with the storm. You may even decide that salt isn't needed.
- **15°F is too cold for salt.** Most salts stop working at this temperature. Use sand instead for traction, but remember that sand does not melt ice. Use the reference table below to apply the correct product for the conditions.
- **Slow down.** Drive for the conditions and make sure to give plow drivers plenty of space to do their work.
- **Be patient.** Just because you don't see salt on the road doesn't mean it hasn't been applied. These products take time to work.
- **More salt does not mean more melting.** Use less than 4 pounds of salt per 1,000 square feet (an average parking space is about 150 square feet). One pound of salt is approximately a heaping 12-ounce coffee mug. Consider purchasing a hand-held spreader to help you apply a consistent amount.
- **Sweep up extra.** If salt or sand is visible on dry pavement it is no longer doing any work and will be washed away. Use this salt or sand somewhere else or throw it away.

When snow and ice melts, the salt goes with it, washing into our lakes, streams, wetlands and groundwater. Once in the water, there is no way to remove the chloride. Less is more when it comes to applying salt because at high concentrations, chloride can harm the fish and plant life in our waters. If all Grand Rapids area residents could try a low-salt diet, we can work together to ensure healthy water for our future.

ATTACHMENT #8

Update on Blandin Grant Lakeshore Owners' Survey; Item 2.a. on January 28, Quarterly Board Meeting Agenda

Our 2018 Blandin grant commits Itasca Waters to conduct two surveys of Itasca County residents, one at the beginning of our project (2018) and one at the end (2021). The purpose of the surveys is to measure the change over the 3-year grant period in attitudes and beliefs about shoreland practices and water quality.

Based on advice from the Blandin Foundation we contacted the U of M Morris, Center for Small Towns (CST), to inquire if they could assist Itasca Waters in the planning and implementation of the survey. In September of 2018 we entered into an agreement with CST to partner with IW in conducting a survey, analyze the resultant information and data, and create a report summarizing the results. The report would display in an understandable manner the quantity and quality of the survey responses, and would identify any correlations between different types of lakeshore owners and their knowledge, attitudes or behavior regarding shoreland practices.

During October and early November of 2018, a survey and transmittal letter were developed. As an incentive to complete and return the survey, the letter indicated that those who cooperated would receive a \$2 off coupon from Brewed Awakenings (a gracious partner in this effort). The plan was to mail out 2000 surveys to lakeshore property owners, the recipients of the survey being randomly selected from a data base of over 8000 lake property owners in the County. The property owner list was developed by Jan Sandberg from a data file of obtained from the Itasca County Assessor's Office which she processed to remove duplicate and inaccurate listings and provided to CST.

Although the expectation was that the 2000 surveys would be mailed out before Thanksgiving, due to problems experienced by the student intern responsible for the project they were not mailed until December 17th. Unfortunately, the enclosed letter asked that the completed surveys be submitted to CST by December 17th, although we knew by then they wouldn't be received by lakeshore owners by that date.

Regardless of this timing problem, and the potential irritation and confusion it could cause survey recipients, we had no real choice other than seeing how the lakeshore owners responded. However, we asked for and received from CST a commitment to send a postcard to the original 2000 recipients noting their responsibility for the problem, and apologizing for the confusion it caused. We hope this will minimize any negative impacts on Itasca Waters reputation and brand in the Itasca County.

The good news is that a total of 500 surveys have been completed and submitted to U of Morris, CST – either being completed online or returned by mail. The data analysis and a draft final report should be completed by the time of the January 28th IW Quarterly meeting.

- Tim Scherkenbach

ATTACHMENT #9

ICTV Program Plans, 2019

Program Title: Itasca Waters

Number of initial programs: Six

Producer: Brian Whittemore

Host: Brian Whittemore

Overview:

Itasca Waters and ICTV will produce and air six 30-minute programs on best practices for lakeshore homeowners to preserve water quality in Itasca County. The programs will be recorded, edited if necessary for time and content, and aired on ICTV at specific times, with each program repeat broadcast on ICTV.

Each program will be placed on YouTube and on the Itasca Water website and will be available for multi-uses going forward.

Program Subjects:

Program One: The organization Itasca Waters, its purpose, funding, activities, and need for volunteers, members, and directors.

Guest(s): _____

Program Two: The Aquatic or Littoral Zone. Should the lakeshore be managed or left alone?

Guest(s): _____

Program Three: The Shoreland. Impacts of “lawns to the lake”, wild shorelines, and how difficult and costly it is to have a wild shoreline buffer strip.

Guest(s): _____

Program Four: Erosion and Runoff. How I know, what can be done.

Guest(s): _____

Program Five: Septic/Excavation. Likelihood of an issue, why you should inspect, difficulty and cost of remediation, how do you find a service.

Guest(s): _____

Program Six: Private Forest Management. Why is this important, does this have anything to do with me, what experts and programs are available.

Guest(s): _____



Search mail

ATTACHMENT #10**Retreat Update for the Quarterly Meeting**

Inbox x

**Lynn Moratzkal**

Mon, Je

to me, Jan, Brian, Carissa, Dave, Kathy, Pat, Shirley, Tim

Retreat Update for the Quarterly meeting

The Development Committee - Jan Sandberg, Shirley, Carissa and Lynn - have been working with Propel for NonProfits, a group suggested by the Blandin Foundation to cost of the project will be \$5,000. The Blandin Foundation is underwriting the entire cost. However, the amount is capped at \$5,000.

Jennifer Kramm, Propel for NonProfits, has been developing a work plan for the Development Committee review. A key element of the board development process is a re dates for the retreat. We tried Saturday dates, none of which worked. Jan sent out another email asking about Thursdays in May from about 4-9 including dinner. We ne Jennifer is coming from the cities so we are trying to keep this retreat to one day. We can look at a 2 evening sessions, if necessary. However, I think they would need to time and costs. We also would have to have whatever space we use for two evenings, dinner, etc.

So far the date we have selected is May 23. We will select the time and place after the Monday's meeting.

Prior to the meeting Jennifer would like to use Survey Monkey to have all the participating board members assess the board's cohesion and working as a group. All the re and used by the consultant to determine how to best plan the retreat as she hasn't attended any board meetings and does not know any of us personally. The tool would be discussed with the Development Committee as we work to finalize the work plan.

The Development Committee also discussed using a Meyers Briggs online tool or another personality assessment tool. This was shared with the Executive Committee. C Briggs so the committee will review other options with the consultant during our next meeting.

ATTACHMENT #11

Itasca Waters Membership Report Quarterly Meeting January 28, 2019 Shirley Loegering

Renewals and New Members for 2018:

Total donations received in 2018 were \$7,346.37 (includes \$974.02 grant from a member through GRACF and a \$328.35 stock donation) so the total is very comparable to the 2017 donation total of \$7,367.

- 8 New Members
- 180 Member units
 - Includes 13 businesses/resorts, but only 4 gave in 2018
 - Includes 10 lake associations, but only 4 gave in 2018

Online donations and cost:

- goEmerchant donations \$989.00 at a cost of \$145.96 (\$15/mo. + 2.2% + .30 each donation = 14.76%)
 - 3 new members (includes 2 Board members)
 - 9 Renewals (includes 6 Board members)
- GiveMN donations \$215.00 at a cost of \$4.48 (6.9%, but donors have option to pay for that cost)
 - 5 Renewals

Membership campaign mailings:

- 144 Renewals mailed November 5th with 51 renewals to-date from this mailing
- 1,000 new member mailing sent January 7, 2019. To-date we have had no response.

Board Member Donations:

We are a working Board and the time and energy given by everyone is an amazing indication of dedication to Itasca Water's mission. However, per a suggestion received at the Fundraising Seminar I attended in October, Board members are also encouraged to make an annual donation, in an amount of their choosing. We are well on the way and look forward to 100% Board participation.

November 2018 Membership Mailing Budget (\$1,500 approved Oct. 22, 2018)	Estimate	Actual
Print 1200 letters (black ink--included optional folding for \$30)	114.00	114.00
Print 1500 #10 envelopes with IW return address (black ink)	138.15	138.15
1200 Stamps @ .50 each	600.00	600.00
Print 1200 #9 remittance envelopes (black ink)	266.34	266.64
On hand are blank thank you notes with logo & envelopes	0.00	0.00
Print postcard size receipts (black ink) (enclose w/handwritten thank you)	22.00	22.00
SL print return labels (\$16) for receipt envelopes (ink \$14)	30.00	16.23
Estimated extra postage for thank you's & remailings		?
Sales tax on printing at Rapids Printing		37.18
Totals	1,242.49	1,194.20