

# Itasca Waters Board Meeting Minutes

April 6, 2020 4:30 pm online via Zoom

Attendance (quorum 8 of voting Board): Present (P), Absent (A), Excused(E). Non-voting Technical Advisory Board (TAB)

Sandy Anderson	P
Benjamin Benoit	A
Jan Best	P
Megan Christianson	P
Kathy Cone	P

Jesse Davis	P
John Downing	P
Bill Grantges	A
Pat Leistikow	P
David Lick	P

Shirley Loegering	P
Lynn Moratzka	P
Jan Sandberg	P
Davin Tinquist	A
Brian Whittemore	P

Andy Arens (TAB)	A
Eric Raitanen (TAB)	A
Dan Steward (TAB)	A
Dan Swenson (TAB)	A

Pat Leistikow and Jesse Davis left before the end of the meeting but there was still a quorum.

Staff: Zack Simpson

Guests: None

Jesse recorded the meeting.

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed By Whom/When
Call to order	Meeting called to order by Jesse Davis at 4:30 pm	
1.a Agenda	The agenda was circulated in advance of the meeting. <i>Motion to approve the agenda (Dave Lick, Shirley Loegering) M/S/U</i>	
1.b Minutes from January 27, 2020	The minutes were circulated after the January meeting. <i>Motion to approve the minutes from January 27, 2020 (Brian Whittemore, Lynn Moratzka) M/S/U</i>	
1.c Financial Reports A#c-1, A#c-2., A#c-3. A#c-4	Pat walked through the four attachments. For the summary, there were some questions about Youth Water Summit—it will have funds for two years. Nothing out of the ordinary. There is enough funding to pay a coordinator through 2021. Thanks to Pat for the bucket explanation.  Pat asked members to review the grant narratives which inform committee budgets. She also asked if John Downing was on the Finance Committee—no.  Shirley asked for some documentation of the credit card charges—Jan puts CreditCardServices statements into Google Drive.  <i>Motion to approve the Treasurer’s report. (Brian Whittemore, John Downing) M/S/U</i>	<ul style="list-style-type: none"> <li>• Board members will review the budget narratives.</li> <li>• Jan S will provide details about how to access the credit card report.</li> </ul>
1.d Ratify Past Actions of Executive Committee A#1.d A#1.d.i	<i>Motion to approve actions from the February Executive Committee Meeting (Dave Lick, Lynn Moratzka) M/S/U</i>  The AIS Summit has been rescheduled, not cancelled, and IW donation was made earlier.  <i>Motion to approve the email vote to use Zoom. (John Downing, Dave Lick) M/S/U</i>  Check if nonprofit law requires us to ratify remote meetings.	<ul style="list-style-type: none"> <li>• Jan to check statute about electronic meetings</li> </ul>
1.e President’s Report	Minimal report at this time.	

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed By Whom/When
1.f Coordinator's Report A#1.f	<p>Zack noted that his report is being updated bi-weekly and can be found in Google Drive. There is also a task list.</p> <p>He created a Committee Minutes shared drive to allow easier viewing in one place.</p> <p>Zack reviewed his report, focusing on the Youth Water Summit, NMBA Home and Cabin Show, Rapids Brewing event and Marketing Committee work.</p> <p>Discussion about changing the way we do business to consider events that don't bring people together. However, we need to keep getting the message out because if we turn it off now, may not get folks back.</p> <p><i>Motion to accept the Coordinator's report. (John Downing, Kathy Cone) M/S/U</i></p>	<ul style="list-style-type: none"> <li>• Lynn asked if committees anticipate work assignments, keep her in the loop.</li> <li>• Zack to verify that all Board members have access to this folder.</li> <li>• Develop a list of meeting options for those who want an advisor visit.</li> </ul>
<b>Committee Reports</b>		
2.a Executive/ Governance	No report	•
2.b Finance	No report	•
2.c Grants	No report	•
2.d Marketing A#2.d	<p>Sandy is now the committee chair. She reviewed action items from the report—some were revised.</p> <p><i>Motion to Purchase an Epson VS250 SVGA LCD projector and case, microphone, a set of laptop adapters and gimbal from Marketing Committee budget for \$550. (Shirley Loegering, Jan Best) M/S/U</i></p> <p><i>Motion to purchase an additional set of spots on KAXE for \$250 from Marketing Committee budget to run in late spring and summer. (Sandy Anderson, Megan Christianson) M/S/U</i></p> <p><i>Motion to purchase 1,000 ten second spots on KOZY and its sister stations for \$2,000 with \$1,000 from Shoreland Advisor Committee budget and \$1,000 from Marketing Committee budget. (Sandy Anderson, Megan Christianson) M/S/U</i></p> <p>There will be extra ads donated by Lamke. Discussion about trying to track how people are hearing about the program—perhaps when they first call.</p> <p><i>Motion to purchase a vertical roll-up banner for \$200 from Rapids Printing using Marketing Committee funds. (Sandy Anderson, Megan Christianson) M/S/U</i></p> <p>Discussed spending more to use canvas—Megan has seen only vinyl.</p> <p><i>Spend up to \$500 on social media alerts and similar in 2020 from Marketing Committee funds. (Sandy Anderson, Shirley Loegering) M/S/U</i></p> <p><i>Approve a \$5,000 2020 budget for the Marketing Committee subject to approval of budget categories and fund source by the Treasurer. (Sandy) M/S/U</i></p> <p>(Note: \$2500 is attributed to the above actions and \$2,500 will be available to the committee if and when additional actions are needed).</p> <p>Zack researched the cost of a sign outside of Central Square Mall and a door decal made for the office. The Mall will produce an put them up for free if we provide the artwork.</p>	<ul style="list-style-type: none"> <li>• Develop strategy to track how folks hear about the Shoreland Advisors Program.</li> <li>• Provide artwork for a sign and door decal for Central Square Mall</li> </ul> <ul style="list-style-type: none"> <li>• Determine funding source.</li> </ul> <p>NOTE: in a later email Pat coded the \$5,000 to Blandin Shoreland</p>

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed By Whom/When
2.e Membership & Fundraising A#2.e-1, A#2.e-2, A#2.e-3	<i>Motion to combine Membership and Fundraising into one committee (Shirley Loegering, Lynn Moratzka) M/S/U</i> Brief update: Important to stay in touch with members via newsletter, send out notice of annual report via postcard to 30 members without email. Shirley shared info highlighting retention rate (72 %), 69 members since 2009 and comments from the survey will be added to the annual report. Sandy working on a welcome to the lake postcard.	<ul style="list-style-type: none"> <li>• Welcome to the Lake postcard</li> <li>• Annual report notice when completed</li> </ul>
2.f Planning A#2.f	No report other than attached.	
2.g Shoreland Advisors A#2.g	Jan B noted that Beier's is working on buyers picking plants online for pickup (and that we could promote online). Jan B is planning to promote via Facebook.	<ul style="list-style-type: none"> <li>• Promote Beier's shoreline plants via Facebook</li> </ul>
2.h Vision/New Projects	No report	<ul style="list-style-type: none"> <li>•</li> </ul>
2.i Youth Water Summit	Covered in Coordinator's report	
<b>Unfinished Business</b>		<ul style="list-style-type: none"> <li>•</li> </ul>
3.a Transfer Ben Benoit to Tech Adv Board	Ben wishes to continue to be involved and his input is valued but we understand he has many demands on his time. <i>Motion to move Ben Benoit to the Technical Advisory Committee. (Brian Whittemore, Pat Leistikow) M/S/U</i>	
3.b Secchi Disk Proposal A#3.b	Proposed to the Exec Committee and deferred for more discussion, such as extending to a number of lakes. Discussion about whether a committee needed to have oversight—is this a project or donation. Discussion about tabling—will it happen? <i>Motion to approve up to \$500 for the secchi disk proposal under Vision-New Projects (?) with Bush grant funding. (Pat Leistikow, Megan ) M/S/U</i>	<ul style="list-style-type: none"> <li>• Establish New Project Coordination committee?</li> </ul>
3.c Coordinator as Co- Chair	It is a time issue. Lynn is working on a revised job description as an item for the May meeting. Agreed that the co-chair role is not doable.	
3.d Smart Salting A#3.d	IS there interest in moving forward with this training? Might make a good ICTV program—perhaps in the future. Itasca County is not offering this online. The Parking Lots & Sidewalks focus might be good, but for government and business. Discussion about keeping tabs on this as a special project. John shared images on coasters about salt.	<ul style="list-style-type: none"> <li>• John will send salting ideas for consideration in the fall.</li> <li>• Sandy and Shirley agreed to work on a project related to the coaster idea.</li> </ul>
3.e Bush Foundation Grant A#3.e	Report from Laura on January; nothing to date for March. Pat noted that a report to Bush Foundation is due May 31; Blandin report (in process) is due April 15. Pat sent financials to Linda at Blandin.	<ul style="list-style-type: none"> <li>• Jan B will put the draft Blandin report into Google Drive</li> <li>• Board members will send Jan B estimates of volunteer hours</li> <li>• Determine responsibility for the Bush report</li> </ul>
<b>New Business</b>		

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed By Whom/When
4.a NCROC A#4.a	<p><i>Motion to approve up to \$500 for the NCROC event funded from operating funds. (Dave Lick, Brian Whittemore). M/S/U</i></p> <p>Shirley may need a new trifold depending on event focus.</p> <p>Dave reported on ICC interest in developing plants on a continuing basis. Jesse added that the pollinator plants often sell out and maybe we could add shoreland plants for future sale opportunities.</p>	<ul style="list-style-type: none"> <li>● Determine committee and funding source for event.</li> </ul> <p>NOTE: later discussions that this comes from operating and I modified the motion.</p>
4.b Marshall Resignation A#4.b	<p>Bill is willing to help out and will be a Shoreland Advisor.</p> <p><i>Motion to accept Bill Marshall's resignation (Jan Sandberg, Brian Whittemore) M/S/U</i></p>	
4.c MN Lakes & Rivers Membership A#4.c	<p><i>Motion to approve up to \$150 for membership in MN Lakes and Rivers. (Jan Best, Lynn Moratzka) M/S/U</i></p>	<ul style="list-style-type: none"> <li>● Determine funding source</li> </ul>
4.d Annual Report A#4.d	<p>Request permission to make technical changes.</p> <p><i>Motion to approve the annual report draft and allow secretary to make technical changes, including accuracy. (Dave Lick, Pat Leistikow) M/S/U</i></p>	<ul style="list-style-type: none"> <li>● Jan S will send final report to Board and put in Google Drive.</li> </ul>
4.e Google Calendar A#4.e	<p>Using Google Drive for a calendar would require Board members to have an Itasca Waters email. As an alternative, use the strategy available previously. Consensus to use the second strategy.</p>	<ul style="list-style-type: none"> <li>● Jan S will send information to Board members about how to use the calendar and access.</li> <li>● Transfer Zack's schedule</li> </ul>
Adjournment	Adjourned 6:40 pm	

ATTACHMENT A#1.c-1

Itasca Water Legacy Partnership										Youth	
Detail Fiscal Year 2020										Summit	
April 2, 2020											
			IWLP	Membership	IWLP	Bush	Blandin	Shoreland	Blandin		
			Operating	Drive/Fundraising	Memorial	Foundation	Shoreland	Advisors	IWLP		
<b>Beginning Balances 01/01/2020</b>			<b>59,673.60</b>		<b>2,183.75</b>	<b>95,832.99</b>	<b>52,822.32</b>		<b>12,888.36</b>	<b>223,401.02</b>	
Check #	Date	Name	Amount								
										-	
ACH	1/2/2020	DonerSnap fees	19.06		19.06					19.06	
2344	1/9/2020	Forest Lake Restaurant	200.00			200.00				200.00	
2345	1/15/2020	Zachary Simpson	691.58				691.58			691.58	
	1/15/2020	Withholding	141.75				141.75			141.75	
2346	1/20/2020	Kirk Gilbertson	79.20	79.20						79.20	
2347	1/28/2020	ICTV	250.00	250.00						250.00	
2348	1/31/2020	Zachary Simpson	691.58				691.58			691.58	
	1/31/2020	Withholding	141.75				141.75			141.75	
2349	1/31/2020	Central Square Mall	356.90				356.90			356.90	
2350	2/2/2020	AT&T	140.56	140.56						140.56	
2351	2/3/2020	unTapped	3,840.00			3,840.00				3,840.00	
ACH	2/3/2020	DonerSnap fees	15.00		15.00					15.00	
2352	2/28/2020	Zachary Simpson	691.58				691.58			691.58	
	2/28/2020	Withholding	141.75				141.75			141.75	
2353	2/14/2020	Kirk Gilbertson	244.00	244.00						244.00	
2354	2/18/2020	Zachary Simpson	691.58				691.58			691.58	
	2/18/2020	Withholding	141.75				141.75			141.75	
2355	2/26/2020	Northern Builders Asso	125.00					125.00		125.00	
2356	2/29/2020	Central Square Mall	356.90				356.90			356.90	
2357	2/28/2020	VOID	-							-	
2358	2/28/2020	Card Service Center	175.47				90.66	84.81		175.47	
	3/2/2020	DonerSnap fees	17.16		17.16					17.16	
2359	3/13/2020	Zachary Simpson	691.58				691.58			691.58	
	3/13/2020	Withholding	141.75				141.75			141.75	
2360	3/13/2020	Itasca County SWCD	500.00	500.00						500.00	
2361	3/13/2020	unTapped	3,720.00			3,720.00				3,720.00	
2362	3/13/2020	AT&T	110.28	110.28						110.28	
2363	3/13/2020	Gary Siegford	78.72					78.72		78.72	
2364	3/14/2020	Terry Barth Design LLC	43.50				43.50			43.50	
2365	3/14/2020	One Republic - MN ARP	295.00	295.00						295.00	
2366	3/16/2020	Paul Bunyan	359.36	359.36						359.36	
2367	3/18/2020	Kirk Gilbertson	174.60	174.60						174.60	
2368	3/31/2020	Zachary Simpson	691.58				691.58			691.58	
	3/31/2020	Withholding	141.75				141.75			141.75	
2369	3/31/2020	Central Square Mall	356.98				356.98			356.98	
2370	3/31/2020	Paul Bunyan	99.37	99.37						99.37	
2371	3/31/2020	AT&T	110.28	110.28						110.28	
2372	3/31/2020	unTapped	2,910.00			2,910.00				2,910.00	
		Unemployment	8.00	8.00						8.00	
		Payroll taxes	382.50				382.50			382.50	
			0.02				0.02			0.02	
<b>Total Expenditures</b>			<b>19,967.84</b>	<b>2,370.65</b>	<b>51.22</b>	<b>-</b>	<b>10,670.00</b>	<b>6,587.44</b>	<b>288.53</b>	<b>-</b>	<b>19,967.84</b>
Receipts											
	1/6/2020	Membership	50.00		50.00					50.00	
	1/9/2020	Membership	50.00		50.00					50.00	
	1/10/2020	GiveMN on line	100.00		100.00					100.00	
	1/21/2020	Donation Blandin match	142.00		142.00					142.00	
	1/21/2020	Membership	130.00		130.00					130.00	
	1/22/2020	Insurance Western National	264.00	264.00						264.00	
	1/22/2020	Membership	100.00		100.00					100.00	
	1/28/2020	Membership	30.00		30.00					30.00	
	1/31/2020	Interest	47.55	47.55						47.55	
	2/3/2020		100.00		100.00					100.00	
	2/21/2020	Online donations	71.00		71.00					71.00	
	2/29/2020	Interest	39.02	39.02						39.02	
	3/31/2020	Membership	100.00		100.00					100.00	
	3/31/2020	Membership	30.00		30.00					30.00	
	3/31/2020	Interest	18.42	18.42						18.42	
<b>Total Receipts</b>			<b>1,271.99</b>	<b>368.99</b>	<b>903.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,271.99</b>
<b>Current Balance</b>			<b>204,705.17</b>	<b>57,671.94</b>	<b>851.78</b>	<b>2,183.75</b>	<b>85,162.99</b>	<b>46,234.88</b>	<b>(288.53)</b>	<b>12,888.36</b>	<b>204,705.17</b>

Itasca Waters									
<b>March Summary</b>	<b>2020</b>								
Fiscal Year ending 12/31/2020								Youth Education	
April 3, 2020								Summit	
	IWLP	Membership		Bush	Shoreland	Shoreland		Blandin	
	Operating	Drive	Memorials	Foundation	Project	Advisors		IWLP Operating	Total
<b>Revenue</b>									
<b>Beginning Balance 01/01/2020</b>	<b>59,673.60</b>	<b>-</b>	<b>2,183.75</b>	<b>95,832.99</b>	<b>52,822.32</b>	<b>-</b>	<b>12,888.36</b>	<b>223,401.02</b>	
Memberships and Donations	903.00								903.00
Bush Grant									-
Blandin Grants									-
Miscellaneous grants									-
Minnesota Humanities Grant									-
Memorials									-
Interest and Dividends	104.99								104.99
Gain(loss) on sale									-
Administrative fee									-
Miscellaneous									-
Subtotal Revenue FY 2019	1,007.99	-	-	-	-	-	-	-	1,007.99
<b>Available Cash Revenue FY 2020</b>	<b>\$ 60,681.59</b>	<b>\$ -</b>	<b>\$ 2,183.75</b>	<b>\$ 95,832.99</b>	<b>\$ 52,822.32</b>	<b>\$ -</b>	<b>\$ 12,888.36</b>	<b>\$ 224,409.01</b>	
<b>Expenditures</b>									
Contracted Services				10,470.00					10,470.00
Salaries and Wages					4,999.98				4,999.98
Employer paid benefits	8.00				382.50				390.50
Board Development									-
Telephone	361.12								361.12
Accounting Fees	497.80						125.00		622.80
Dues and Memberships	250.00								250.00
Event Expense	500.00								500.00
Grant Administration Fee									-
Insurance	31.00								31.00
Interest and fees									-
Mileage and Travel									-
Registration Conferences									-
Postage									-
Education									-
Program Supplies				200.00			163.53		363.53
Office Supplies					90.66				90.66
Promotion									-
DonorSnap fees		51.22							51.22
Reimbursement Other									-
Rental and Storage						1,070.80			1,070.80
Repair and Maintenance									-
Printing									-
Website	458.73					43.50			502.23
<b>Subtotal Expenditures FY 2019</b>	<b>\$ 2,106.65</b>	<b>\$ 51.22</b>	<b>\$ -</b>	<b>\$ 10,670.00</b>	<b>\$ 6,587.44</b>	<b>\$ 288.53</b>	<b>\$ -</b>	<b>\$ 19,703.84</b>	
<b>Ending Cash balance 03/31/2020</b>	<b>\$ 58,574.94</b>	<b>\$ (51.22)</b>	<b>\$ 2,183.75</b>	<b>\$ 85,162.99</b>	<b>\$ 46,234.88</b>	<b>\$ (288.53)</b>	<b>\$ 12,888.36</b>	<b>\$ 204,705.17</b>	
Checking									44,907.06
<b>Payroll timing differences</b>									(283.50)
Savings									160,081.61
Edward Jones									-
<b>Total Cash Balance 03/31/2020</b>									<b>\$ 204,705.17</b>

8:59 AM

04/03/20

**Itasca Water Legacy Partnership**  
**Reconciliation Summary**  
1010 · Cash in Bank, Period Ending 03/31/2020

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	<u>Mar 31, 20</u>
<b>Beginning Balance</b>	56,695.42
<b>Cleared Transactions</b>	
Checks and Payments - 15 items	-7,671.43
Deposits and Credits - 2 items	100.00
	<u>                    </u>
<b>Total Cleared Transactions</b>	-7,571.43
	<u>                    </u>
<b>Cleared Balance</b>	<b>49,123.99</b>
	<u>                    </u>
<b>Uncleared Transactions</b>	
Checks and Payments - 6 items	-4,246.93
Deposits and Credits - 1 item	30.00
	<u>                    </u>
<b>Total Uncleared Transactions</b>	-4,216.93
	<u>                    </u>
<b>Register Balance as of 03/31/2020</b>	<b>44,907.06</b>
	<u>                    </u>
<b>Ending Balance</b>	<b>44,907.06</b>

**Itasca Water Legacy Partnership**  
**Reconciliation Detail**  
**1010 - Cash in Bank, Period Ending 03/31/2020**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						56,695.42
<b>Cleared Transactions</b>						
<b>Checks and Payments - 15 items</b>						
Check	02/26/2020	2355	Northern Mn Busine...	X	-125.00	-125.00
Check	02/28/2020	2352	Zachary Simpson	X	-691.58	-816.58
Check	03/01/2020	2356	Central Square Mall	X	-356.90	-1,173.48
Check	03/01/2020	2358	Card Service Center	X	-175.47	-1,348.95
Check	03/02/2020	ach	Bankcard	X	-17.16	-1,366.11
Check	03/13/2020	2361	unTapped	X	-3,720.00	-5,086.11
Check	03/13/2020	2359	Zachary Simpson	X	-691.58	-5,777.69
Check	03/13/2020	2360	Itasca County Soil &...	X	-500.00	-6,277.69
Check	03/13/2020	2362	A T & T	X	-110.28	-6,387.97
Check	03/14/2020	2365	Old Republic-Mn ARP	X	-295.00	-6,682.97
Check	03/14/2020	2364	Terry Barth Design	X	-43.50	-6,726.47
Check	03/16/2020	2366	Paul Bunyan Comm	X	-359.36	-7,085.83
Check	03/16/2020	ach	US Treasury	X	-357.00	-7,442.83
Check	03/17/2020	ach	Minnesota Revenue	X	-54.00	-7,496.83
Check	03/18/2020	2367	Kirk Gilbertson CPA...	X	-174.60	-7,671.43
<b>Total Checks and Payments</b>					-7,671.43	-7,671.43
<b>Deposits and Credits - 2 items</b>						
Check	03/01/2020	2357	Card Service Center	X	0.00	0.00
Deposit	03/13/2020			X	100.00	100.00
<b>Total Deposits and Credits</b>					100.00	100.00
<b>Total Cleared Transactions</b>					-7,571.43	-7,571.43
<b>Cleared Balance</b>					-7,571.43	49,123.99
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 6 items</b>						
Check	03/13/2020	2363	Gary Siegford		-78.72	-78.72
Check	03/31/2020	2372	unTapped		-2,910.00	-2,988.72
Check	03/31/2020	2368	Zachary Simpson		-691.58	-3,680.30
Check	03/31/2020	2369	Central Square Mall		-356.98	-4,037.28
Check	03/31/2020	2371	A T & T		-110.28	-4,147.56
Check	03/31/2020	2370	Paul Bunyan Comm		-99.37	-4,246.93
<b>Total Checks and Payments</b>					-4,246.93	-4,246.93
<b>Deposits and Credits - 1 item</b>						
Deposit	03/30/2020				30.00	30.00
<b>Total Deposits and Credits</b>					30.00	30.00
<b>Total Uncleared Transactions</b>					-4,216.93	-4,216.93
<b>Register Balance as of 03/31/2020</b>					-11,788.36	44,907.06
<b>Ending Balance</b>					-11,788.36	44,907.06



9:01 AM

04/03/20

# Itasca Water Legacy Partnership Reconciliation Summary

1070 · Savings & short-term investment, Period Ending 03/31/2020

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	<u>Mar 31, 20</u>
Beginning Balance	160,063.19
Cleared Transactions	
Deposits and Credits - 1 item	<u>18.42</u>
Total Cleared Transactions	<u>18.42</u>
Cleared Balance	<u>160,081.61</u>
Register Balance as of 03/31/2020	160,081.61
Ending Balance	160,081.61

**Itasca Water Legacy Partnership**  
**Profit & Loss by Class**  
January through March 2020

	<u>Bush Foundation</u>	<u>Gen-Water Legacy</u>	<u>Shoreland</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4240 · Donations	0.00	142.00	0.00	142.00
5100 · Memberships	0.00	761.00	0.00	761.00
5310 · Interest Earned	0.00	104.99	0.00	104.99
<b>Total Income</b>	<u>0.00</u>	<u>1,007.99</u>	<u>0.00</u>	<u>1,007.99</u>
<b>Gross Profit</b>	0.00	1,007.99	0.00	1,007.99
<b>Expense</b>				
7020 · Contract Services	10,470.00	0.00	0.00	10,470.00
7022 · License Fee	0.00	0.00	125.00	125.00
7030 · Event Expense	0.00	500.00	0.00	500.00
7060 · Program Supplies	200.00	0.00	163.53	363.53
7200 · Salaries and Wages				
7250 · Payroll Taxes	0.00	8.00	382.50	390.50
7200 · Salaries and Wages - Other	0.00	0.00	4,999.98	4,999.98
<b>Total 7200 · Salaries and Wages</b>	<u>0.00</u>	<u>8.00</u>	<u>5,382.48</u>	<u>5,390.48</u>
7515 · Membership Drive	0.00	51.22	0.00	51.22
7520 · Accounting Fees	0.00	497.80	0.00	497.80
7535 · Dues and membership fees	0.00	250.00	0.00	250.00
7548 · Telephone	0.00	361.12	0.00	361.12
7550 · Office Supplies	0.00	0.00	90.66	90.66
7565 · Office Rental Space	0.00	0.00	1,070.78	1,070.78
7580 · Website	0.00	458.73	43.50	502.23
8520 · Insurance	0.00	31.00	0.00	31.00
<b>Total Expense</b>	<u>10,670.00</u>	<u>2,157.87</u>	<u>6,875.95</u>	<u>19,703.82</u>
<b>Net Ordinary Income</b>	<u>-10,670.00</u>	<u>-1,149.88</u>	<u>-6,875.95</u>	<u>-18,695.83</u>
<b>Net Income</b>	<u><u>-10,670.00</u></u>	<u><u>-1,149.88</u></u>	<u><u>-6,875.95</u></u>	<u><u>-18,695.83</u></u>

## Itasca Water Legacy Partnership Balance Sheet by Class As of March 31, 2020

	Bush Foundation	Gen-Water Legacy	Memorials	Shoreland	Water Legacy	Water Economic Study Total Water Economic Study
<b>ASSETS</b>						
<b>Current Assets</b>						
Checking/Savings						
1010 · Cash in Bank	-14,837.03	22,563.99	3,583.12	46,229.72	-12,467.63	-12,467.63
1070 · Savings & short-term investment	100,000.00	34,725.62	0.00	0.00	25,355.99	25,355.99
Total Checking/Savings	<u>85,162.97</u>	<u>57,289.61</u>	<u>3,583.12</u>	<u>46,229.72</u>	<u>12,888.36</u>	<u>12,888.36</u>
Total Current Assets	<u>85,162.97</u>	<u>57,289.61</u>	<u>3,583.12</u>	<u>46,229.72</u>	<u>12,888.36</u>	<u>12,888.36</u>
<b>TOTAL ASSETS</b>	<u><u>85,162.97</u></u>	<u><u>57,289.61</u></u>	<u><u>3,583.12</u></u>	<u><u>46,229.72</u></u>	<u><u>12,888.36</u></u>	<u><u>12,888.36</u></u>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Other Current Liabilities						
2120 · Payroll Withholding	0.00	0.00	0.00	283.50	0.00	0.00
Total Other Current Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>283.50</u>	<u>0.00</u>	<u>0.00</u>
Total Current Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>283.50</u>	<u>0.00</u>	<u>0.00</u>
<b>Equity</b>						
3100 · Contributed Capital	0.00	27,049.80	0.00	0.00	0.00	0.00
32000 · Net Assets (Close)	95,832.97	31,389.69	3,583.12	52,822.17	12,888.36	12,888.36
Net Income	-10,670.00	-1,149.88	0.00	-6,875.95	0.00	0.00
Total Equity	<u>85,162.97</u>	<u>57,289.61</u>	<u>3,583.12</u>	<u>45,946.22</u>	<u>12,888.36</u>	<u>12,888.36</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>85,162.97</u></u>	<u><u>57,289.61</u></u>	<u><u>3,583.12</u></u>	<u><u>46,229.72</u></u>	<u><u>12,888.36</u></u>	<u><u>12,888.36</u></u>

**Itasca Water Legacy Partnership**  
**Balance Sheet by Class**  
As of March 31, 2020

	Water Summit- Youth	We Are Water	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings			
1010 - Cash in Bank	-165.26	0.15	44,907.06
1070 - Savings & short-term investment	0.00	0.00	160,081.61
Total Checking/Savings	-165.26	0.15	204,988.67
Total Current Assets	-165.26	0.15	204,988.67
<b>TOTAL ASSETS</b>	<b>-165.26</b>	<b>0.15</b>	<b>204,988.67</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Other Current Liabilities			
2120 - Payroll Withholding	0.00	0.00	283.50
Total Other Current Liabilities	0.00	0.00	283.50
Total Current Liabilities	0.00	0.00	283.50
Total Liabilities	0.00	0.00	283.50
<b>Equity</b>			
3100 - Contributed Capital	0.00	0.00	27,049.80
32000 - Net Assets (Close)	-165.26	0.15	196,351.20
Net Income	0.00	0.00	-18,695.83
Total Equity	-165.26	0.15	204,705.17
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>-165.26</b>	<b>0.15</b>	<b>204,988.67</b>

# ATTACHMENT #1.d

## Summary of Past Executive Committee Actions—February 2020

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.

### February 2020

*Motion to reschedule the March 9 Board meeting to April 6, 4:30 pm Central Square Mall. (Jesse Davis, Brian Whittemore) M/S/U*

*Approve \$500 from operating funds for the AIS Summit with understanding that logo is included. (Brian Whittemore, Jesse Davis) M/S/U*

*Motion to defer discussion of secchi disk item to April 6 and request more information. (Jesse Davis, Brian Whittemore) M/S/U*

*Motion to recommend to the Board that Ben Benoit be added to the Technical Advisory Board and dropped from the full Board. (Jesse Davis, Pat Leistikow) M/S/U*

*Motion to approve \$100 for equipment at the Northern Minnesota Builders Show (Jan Sandberg, Brian Whittemore) M/S/U*

## ATTACHMENT #1.d.i



Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;

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**Zoom Account for IW**

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**Jan Sandberg** <jan.f.sandberg@gmail.com>

Tue, Mar 17, 2020 at 12:47 PM

Reply-To: jan.f.sandberg@gmail.com

To: Brian Whitemore &lt;brwhit44@gmail.com&gt;

Cc: Shirley Loegering &lt;pershirl@gmail.com&gt;, Jesse Davis &lt;jesse@moveitrealestate.com&gt;, "Leistikow, Patricia &amp; Rodney" &lt;PatandRodLeistikow@gmail.com&gt;, Lynn Moratzka &lt;lgn7739@me.com&gt;, Sandy Anderson &lt;Sandy@lakehomes.com&gt;, Zack Simpson &lt;zacksimp@itascawaters.org&gt;

I would consider doing it as soon as possible so that it could be used for the April 6th board meeting. I'm seeing what's being canceled and what recommendations are for gathering and I don't think an in-person board meeting in April is a good idea.

Jan Sandberg

On Tue, Mar 17, 2020, 1:46 PM Brian Whitemore &lt;brwhit44@gmail.com&gt; wrote:

I absolutely approve. You beat me to the punch! I think it's a no-brainer, at least for the time being, and will enhance the effectiveness of our new committee structure. The marketing committee will meet via web next week so it would be good to get this done by Friday COB. I doubt there would be any reluctance from the full board.

On Tue, Mar 17, 2020 at 12:24 PM Shirley Loegering &lt;pershirl@gmail.com&gt; wrote:

Hi Zack and Executive Committee,

Sandy, Jesse and I were just trying to do a test meeting with a Zoom account. Sandy and I had several problems trying to use the free "Basic" Zoom accounts we each have. We were more successful using Jesse's paid Zoom business account. Our recommendation, and request, to the Executive Committee would be to allow Zack to set up a paid Zoom account for Itasca Waters. It appears that the cost is \$14.99/month and, if we understand it correctly, it can be paid on a month-by-month basis and we would not be committed to an annual contract. Zack would need to check that out and, also, who should be delegated as the host (as there can only be one) and how can the host position be shared with others on the Board.

We are hoping that 1) Zack and Lynn feel he has the time to tackle this job, and 2) that the Executive Committee will approve this before the April 6th meeting. It could then be on the agenda for full Board approval on April 6th. That way some of us can try it out to work out any bugs and we could use it for the April meeting. This could be very helpful, even if there was no coronavirus as so many of our members travel a lot.

Thanks everyone! Shirley



Jan Sandberg <jan.f.sandberg@gmail.com>

---

## Zoom Account for IW

---

**Jesse Davis - Realtor 218-259-7372** <jesse@moveitrealestate.com>  
To: Jan Sandberg <jan.f.sandberg@gmail.com>

Tue, Mar 17, 2020 at 2:48 PM

I approve. Jesse  
[Quoted text hidden]



Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;

---

## Zoom

---

**Pat Leistikow** <patandrodleistikow@gmail.com>

Tue, Mar 17, 2020 at 5:25 PM

To: Jesse Davis <jesse@moveitrealestate.com>, Brian Whittemore <brwhit44@gmail.com>, "<jan.f.sandberg@gmail.com>" <jan.f.sandberg@gmail.com>, "zacksimp@itascawaters.org" <zacksimp@itascawaters.org>

Cc: Lynn Moratzka <lgm7739@me.com>, Shirley Loegering <pershirl@gmail.com>

I voted yes on Itasca Waters having a Zoom account. Jesse has Itasca Waters credit card into to set this up. I am hoping that Zack uses and checks the IW gmail account than this is the email that can be used for the account. Let me know when I should try to join a meeting.

Pat



## Coordinator's Report as of March 30, 2020

Below is an up-to-date report on what I have been working on. Please review and feel free to contact me with any questions you might have.

---

### 1) Youth Water Summit

- a. Due to the impact of COVID-19, the Youth Water Summit Committee has made the decision to cancel this year's 2020 Youth Water Summit.
  - i. This decision was made with consideration to both State and Federal recommendations, as well as public schools moving to remote classrooms.
  - ii. A Notification was posted on IW's Facebook and Instagram accounts, as well as an official statement being emailed to all presenters and volunteers.

### 2) Rapids Brewing Event

- a. Due to the impact of COVID-19, the shoreland advisor's committee made the decision to postpone its shoreland presentation with Rapids Brewing for the foreseeable future.
  - i. This decision was made with consideration to the public's health
- b. Prior to this decision, I had accomplished the following:
  - i. Confirmed venue with manager, Bill Martinetto
  - ii. Confirmed lunch of soup and flatbread with Bill Martinetto
  - iii. Reached out to potential presenters.
    1. Perry Leogering agreed given his availability
  - iv. Reserved a projector through the Northern Minnesota Builders Association.
  - v. Created and boosted the event on Facebook.

### 3) NMBA Home and Cabin Show

- a. The Home and Cabin was a significant success for Itasca Waters
- b. All presenters came as requested
- c. The last-minute decision to opt into the passport program did wonders getting people to visit our booth (highly recommend we do it again next year)
- d. Event Numbers
  - i. 1400+ people attended show (according to NMBA)
    1. Unfortunately, there are no passport numbers (purchase a clicker next year?)
  - ii. 250+ shoreland guides handed out
  - iii. 4 People signed up for shoreland visits/to be contacted by shoreland advisor.

### 4) Marketing Committee

- a. Joined meeting with marketing committee
- b. Putting together a proposal for Brian and Jesse to include the following:
  - i. Projector
  - ii. Gimbal Camera Stick
  - iii. Microphone(s)
  - iv. Signage options for mall, office door, and events.

ATTACHMENT A#2.c

Itasca Waters Grant Committee  
Lynn Moratzka, Chair

The Grant Committee has not yet met this year.

One item we were going to discuss was funding for the Youth Water Summit -- Jesse was checking on this.

A second focus is funding for the coordinator's position.

Hopefully, after the April 6 meeting I will our committee organized.

## **Itasca Waters Marketing Report**

### **April 6, 2020 Board Meeting**

Submitted by Sandy Anderson and Brian Whitemore

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The Marketing Committee met via Zoom on March 24. All members were present.

Brian announced that he was stepping down as chairman of the Marketing Committee but would continue as a member. Sandy Anderson agreed that she would chair the committee in 2020 with the caveat that Brian would assist, and Brian agreed.

The committee has agreed that its primary function is to serve as support for other IW committees which need PR/advertising, etc. for projects. In addition the Marketing Committee may come up with its own recommended marketing projects, especially but not limited to social media.

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### **The Shoreland Advisory Committee**

has requested a series of marketing steps connected to this year's advisor program. Below (1-4) are the proposals from the Shoreland Advisory Committee and actions recommended by the Marketing Committee.

1. Creation of a power point slide presentation to be used at public functions where we have been asked, or we requested, to speak. For example, we have been asked to speak at lake associations.

**ACTION:** Brian has agreed to put together slides and a script, which can be used verbatim or customized.

**MOTION:** (approved unanimously by committee):

**Purchase an Epson VS250 SVGA LCD projector and a set of laptop adapters for \$350.**

2. Purchase of radio ads on KAXE and Lamke Broadcasting to publicize the advisor program.

**MOTIONS:** (both approved unanimously by committee):

**a. Purchase an additional set of spots on KAXE for \$250. The spots would run in late spring and summer. (from Marketing Committee budget)**

**b. Purchase 1,000 ten second spots on KOZY and its sister stations for \$2,000**

(\$1,000 from Shoreland Advisor Committee budget and \$1,000 from Marketing Committee budget)

3. Design and purchase a banner to be used at trade shows, slide presentations, and other public appearances by Itasca Waters prompting lakeshore owners to sign up for an advisor visit.

**MOTION:** (recommended by committee):

**Purchase a vertical banner for no more than \$400 from a local vendor**

(Note: Zack is researching this ahead of our board meeting and will have details for a vote)

4. Purchase a billboard for 2020 advertising the advisor program.

**PROPOSAL ALREADY PASSED BY FULL BOARD. BILLBOARD DESIGNED AND PURCHASED AND WILL GO UP IN MID-APRIL.**

---

**The Marketing Committee**

is proposing the following actions:

**MOTION:** (approved unanimously by committee)

**Spend up to \$500 on social media alerts, etc. in 2020**

**MOTION:** (approved unanimously by committee)

**Approve a \$5,000 2020 budget for the Marketing Committee**

(Note: \$2500 is attributed to the above actions and \$2,500 will be available to the committee if and when additional actions are needed)

**ACTION:** Zack has been asked to research the purchase of a Gimble stick and mic equipment to be used for Facebook live, among other things. Zack will present the details at our board meeting for possible approval.

**ACTION:** Zack has been asked to research the cost of having a sign on the outside of Central Square Mall and of having a door decal made for our office. Zack will present the details at our board meeting for possible approval.

## ATTACHMENT #2.e-1

### Itasca Waters' Membership-Fundraising Committee Charter

**Authority:** The Membership-Fundraising Committee is a Standing Committee of the Board of Directors established pursuant to Article 5 of the Bylaws.

**Committee Purpose:** First, to recruit and maintain a membership base for the purposes of raising general operating funds and creating a community of people concerned about water quality. Secondly, to research other sources of income and take the necessary steps to create a stable revenue stream from those sources.

#### **Membership:**

- The Committee shall consist of no fewer than three (3) members and may include non-Board persons.
- Term of service shall be one year and may be renewed annually at the January Organizational meeting.
- All members shall acknowledge their term of service by signing this Charter.
- The Chair must be a Director.
- The BOD shall appoint the Chair for the first year. In subsequent years the Chair shall be elected by a majority vote of the Committee.
- All Committee members are appointed by the Board, but the Committee may recommend members for appointment.

#### **Voting:**

- Committee approvals will require a majority vote of Committee members (attendance can be via electronic device or phone conference). If voting via email, all members must respond in agreement to be valid.
- Non-Director members shall have the same voting authority within the Committee as Directors.

#### **Operations:**

- The Committee shall keep minutes and make a written report to the BOD on a regular basis.
- The Committee shall meet at the call of the Chair.
- The Committee may invite any director, officer, outside advisor or other non-committee persons to attend a meeting but such persons will not have voting power.
- Committee members will comply with conflicts of interest and other organization policies.

**Responsibilities for Membership Revenue:** *(If tasks significantly change over time, this Charter will need to be updated and re-submitted to BOD or approval.)*

- Membership Retention – Develop strategies to keep members interested;
- Membership Recruitment – Coordinate outreach to non-members;
- Membership Data – At least two committee members should learn membership software program, assist with data input, gather metrics and know how to produce reports;
- Develop forms and letters and maintain current mailing list; and
- Submit an annual budget request to the BOD.

#### **Responsibilities for Fundraising Revenue:**

- Develop fundraising strategic plan;
- Submit annual budget request to the BOD;
- Research options for raising revenue other than paid memberships;
- Develop fundraising event ideas;
- Set up sub-committees to implement events if necessary and oversee:
  - Coordinate logistics for fundraising events;
  - Prepare materials/displays and help set up events;
  - Assist on day of event—set up/staff/tear down;

- Term of service for sub-committee members is for the duration of the event.
- Post event analysis/survey – monitor performance and cost-effectiveness;
- Comply with state and federal fundraising requirements; and
- Work with Coordinator and other committees as appropriate.

**Approved by the Board of Directors on:** \_\_\_\_\_

**Committee Member Acceptance**

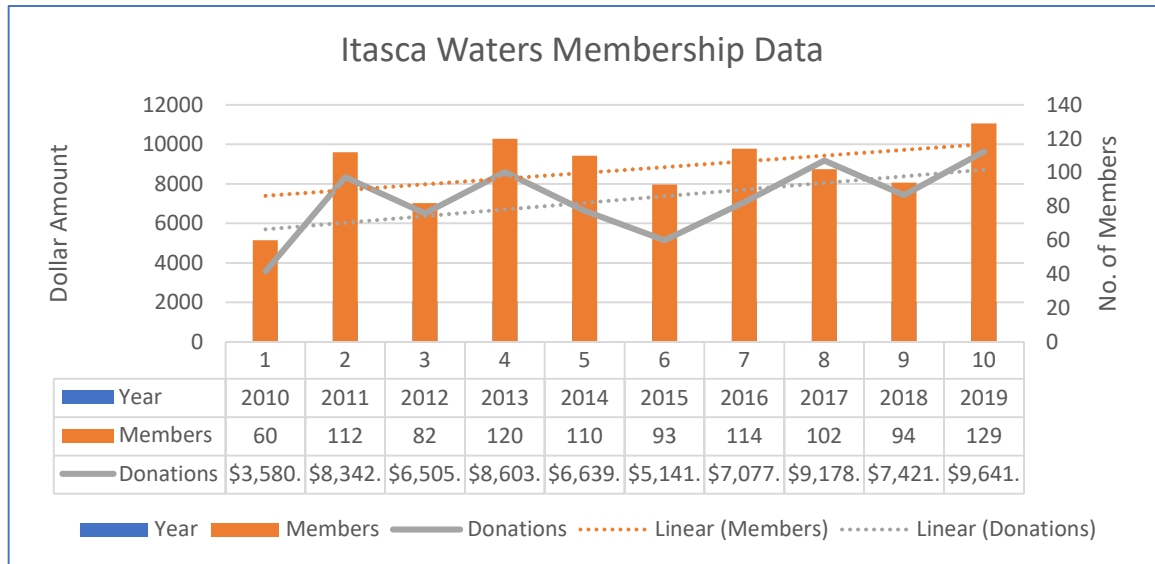
**Signature** \_\_\_\_\_

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

## ATTACHMENT #2.e-2

### Membership Report for April 6, 2020 Board Meeting By Shirley Loegering

Total membership revenue for 2019 was \$9,641.00 with \$773.00 donated so far in 2020. Our membership has increased from a low of 60 members in 2010 to 129 in 2019 with 29 new members in 2019. We had one person elect to do a recurring donation of \$30.00 through goEmerchant.



A survey was sent with donation receipts to all those members who made a donation in November and December of 2019. Forty-nine of 88 participants (57%) completed the survey. Please see the complete report sent separately.

# ATTACHMENT #2.e-3

2019 Itasca Waters Member Survey Tally (Surveys were mailed with donation receipts in November-December.)																																												
To help us understand what issues are the most important to you, rank the following from 1 to 10, with one being the most important.																																												
	Column1	1	2	3	4	5	6	7	8	9	10																																	
Runoff from poor shoreline buffers and lawn care	Runoff	7	5	5	10	10	4	1	1	0	1																																	
Impact of personal care products and pharmaceuticals in aquatic systems	RX	1	2	1	0	8	2	7	6	7	7																																	
Combatting the spread of aquatic invasive species	AIS	13	9	5	5	2	2	1	3	1	1																																	
Protecting the quality of our lakes and rivers for fishing, swimming and recreational use	Overall	20	13	6	0	2	2	3	0	0	1																																	
Protecting the quality of our rural drinking water quality (wells)	Wells	8	8	5	2	4	5	1	2	3	2																																	
Improving septic systems in the county	Septic	4	1	7	7	7	10	2	2	1	1																																	
Improving/maintaining the quality of municipal drinking water	Municipal	6	3	3	1	2	6	8	1	6	5																																	
Reducing the amount of salt used on roadways	Salt	2	1	3	5	3	0	3	11	11	1																																	
Eutrophication of our lakes due to high-nutrient loads (mainly phosphorus and nitrogen)	Eutrophication	2	8	6	7	4	3	3	6		1																																	
Climate change impacts on our water	Climate	5	0	3	1	5	3	7	2	3	12																																	
<b>Comments:</b>																																												
All of Above (All important, hard to rank)																																												
These are all very important. Need we rank? Which child do you love the most?																																												
Re: Municipal drinking water, somewhat controllable, treatable, amendable																																												
Re: Climate change, important to monitor--don't know a control method																																												
<b>Other concerns (added by Members)</b>																																												
I believe, long term, that eradicating AIS is more important than preventing the spread, which is futile on a long-term basis.																																												
Land use and permitting by County.																																												
Good enforcement of fishing and hunting regulations.																																												
	<p>Member Categories by Importance</p> <table border="1"> <caption>Member Categories by Importance Data</caption> <thead> <tr> <th>Category</th> <th>Count</th> <th>Cumulative %</th> </tr> </thead> <tbody> <tr><td>Overall</td><td>20</td><td>20%</td></tr> <tr><td>AIS</td><td>13</td><td>33%</td></tr> <tr><td>Wells</td><td>8</td><td>41%</td></tr> <tr><td>Runoff</td><td>5</td><td>46%</td></tr> <tr><td>Municipal</td><td>5</td><td>51%</td></tr> <tr><td>Climate</td><td>4</td><td>55%</td></tr> <tr><td>Septic</td><td>4</td><td>59%</td></tr> <tr><td>Salt</td><td>2</td><td>61%</td></tr> <tr><td>Eutrophication</td><td>2</td><td>63%</td></tr> <tr><td>RX</td><td>1</td><td>64%</td></tr> </tbody> </table>											Category	Count	Cumulative %	Overall	20	20%	AIS	13	33%	Wells	8	41%	Runoff	5	46%	Municipal	5	51%	Climate	4	55%	Septic	4	59%	Salt	2	61%	Eutrophication	2	63%	RX	1	64%
Category	Count	Cumulative %																																										
Overall	20	20%																																										
AIS	13	33%																																										
Wells	8	41%																																										
Runoff	5	46%																																										
Municipal	5	51%																																										
Climate	4	55%																																										
Septic	4	59%																																										
Salt	2	61%																																										
Eutrophication	2	63%																																										
RX	1	64%																																										
<b>How likely are you to recommend this organization to a friend or colleague?</b>	<b>Very Likely</b>	<b>Likely</b>	<b>Not Sure</b>	<b>Probably Not</b>	<b>Definitely Not</b>	<b>No Answer</b>																																						
Comment: I recommended you to someone recently-a new hydro guy in town.	24	22	1			2																																						
<b>In Itasca County do you:</b>	Permanent		Seasonal																																									
a. Reside on lakeshore/riverfront property	31	20	4																																									
b. Within city/village limits	6																																											
c. Within city/village limits, but own cabin or lakeshore	4																																											
d. Are you a permanent resident (but did not check either lakeshore or city)	4																																											
	Summary: 64% Lakeshore 41% permanent lakeshore (some surveys incomplete for this question) 8% seasonal lakeshore (some surveys incomplete for this question) 20% city/village resident 4% rural 12% undesignated 35% permanent residents (all categories) = 71%																																											
Comment by member: N/A (possibly lives outside county) and one left blank	2																																											
Comment by member: Permanent, rural resident	1																																											
Comment by member: Rural, but own lake property.	1																																											





## ATTACHMENT #2.f

Itasca Waters Planning Committee Report  
March 29, 2020

Planning Committee members signed charters in early February.

Before recent events, the thought was to consider starting planning work in the early fall after reviewing past work. At that time we will complete a workplan.

We do not anticipate expenditures for 2020.

Google Drive folders have been set up to include:

- Committee Documents

- Current Planning

- Past Planning: 2014, 2017, 2018

## ATTACHMENT #2.g

### March 12, 2020 Shoreland Memo from Dave Lick to Brian Whittemore, Jesse Davis

I feel a need to rough out what the SA committee has been up to the last 3 plus months. The Builders show which we did last weekend began last year with a speaking engagement in May when the group invited IW to talk at their monthly meeting with the invite to take part in the March of 2020 get together. People were organized to occupy the booth, most of who are involved in the shoreland program to some extent, master gardeners, fisherman, shoreland advisors, contractors, agency people etc. IW has never had the traffic into a booth to date. Publicity and marketing was minimal but event came off very well.

On April 4 at the Elkington Middle School two SA will be presenting "Gardening with Shoreland and Watershed in Mind" at the master gardener conference. Usually 120 people come throughout the day [Conference cancelled]

At the end of March an article about the shoreland advisor program which was written by one of the SA committee members will be released to the Herald Review. I have made arrangements with 3 interested people to write letters to the editor in 3 consecutive weeks to keep the SA program in front of the public.

Beiers green house will provide native plants for sale and will also invite us to do a seminar on the advisor program at their greenhouse.

NCROC will grow and cultivate an additional 8 species of native plants different from what Beiers is growing. NCROC will charge for seeding, and cultivating maybe \$200. Great deal considering that we may be able to sell those plants at some point with proceeds ending up in IW bank account. Native Boreals is providing the seed as a donation with the ask of us to promote them as best we can.

Karen Terry has agreed to continue to working with us. At our next SA committee meeting we will determine if another training is needed or if we can send the people who were unable to attend last years training with someone who is comfortable making a visit. On the Job training.

Beltrami County has visited GR to get the scoop on starting the SA program up in Beltrami. Last week Tim Terrell from the Miss. Headwaters pitched to us a money offer for a project in Itasca County. I have asked Jesse to follow up with the grant committee. Jesse and I provided ideas to Tim and he liked them.

The shoreland advisor committee was organized and has met twice and will try to meet either late March or early April. I will put together the agenda in the next couple of days and see if Zack can get it out to see what dates can work for the 8 members of the committee. We will meet for 1 hour at 4:00 and you and mkting are welcome to attend I will let you know what day it will be. If the date ends up working for you, you can let me know what topics you would like to pitch and I will get them on the agenda. I am probably going to be gone for the April board meeting.

All shoreland advisors were contacted to get confirmation that they are willing to help out in 2020. I am waiting for Zack to complete the list in Google docs.

The billboard was discussed at the Feb 6 meeting and that is now complete.

The brewery talk will happen sooner or later, to date it is up in the air. There needs to be basic marketing via the Herald and there could be a PSA at KAXE. Costs from brewery absorbed by IW need to be clarified. I have asked Zack to discuss with brewery.

Two lake assn have asked for speakers. On March 7 Kiwanis asked if someone would speak at their meeting. I suggested they email the the website.

Sarah(I can't remember her last name) from CETA (have to look up what it stands for) is working with Harris Twsp regarding revegitating 2 township accesses, Harris TWSP would like to visit about it and maybe use the FFA. I have had conversations with the FFA instructor and he is most willing to use his students to do a large planting. Jim Kelly, Harris twsp supervisor indicated that he would get a hold of me to continue the conversation. They have a 1/4ly newsletter and are willing to publish info on the SA program. Harris is on Pokegama Lake.

KAXE is now airing the purchased underwriting ad as of Feb 15, it had not aired since the membership was renewed last fall, but now are giving IW some bonus.

Last fall 250 letters were mailed out to NE Pokegama residents, there needs to be a follow up of some sort. Sandy and Jesse drove that project last Sept.

[YWS cancelled] YWS tasks are in view, so any creative endeavors that marketing can get organized the better. Have you met as a group yet? As for flyers not something I will do. Not a bad idea but you have to find the people to do it. I have not had real good luck asking Zack to deliver shoreland brochures. He has canvassed a few places and asked Megan for some ideas. I have delivered a number and let Jan B know who they went to.

KOZY adds have been proposed to IW from Jim Lamke, he offered me a good deal and it was shared with Brian and Megan

Thanks for note with you aware of what we are up to marketing can come up with their plan.

## Itasca Waters Committee Project/Events Proposal

**Parent Committee:** Itasca Waters

**Parent Committee Chair:** David Lick

\* \* \* \* \*

**Project/Event Title:** Secchi Disk Enhancements

**Project Leader/Contact Person:** Steven Melin (steven.melin@juno.com)

**Others potentially involved:** Other Lake Wabana Secchi disk volunteers

**Project Purpose/Goals (include what, where, when and why; how it fits Itasca Waters' Mission):**

Enhance Secchi disk measurement tool to allow for measurement of the water temp at that depth Secchi readings are measured. Temperature readings would provide additional data point for analysis of water clarity and what contributes to it.

### Project Timeline/Tasks

- **Start date:** 29 January 2020
- **Tasks/responsible person(s):** Jacob Lindhorst, the project manager for the IWLP Secchi Disk project team.  
Technical Applications Director, Solomon Hartung. He will specialize in guiding the team in conceptual design and will use SOLIDWORKS to create 3D models and technical drawings of any prototypes.  
Lead Software Developer, Steven Posterick. Steven will be responsible for taking the leading role in designing any software to go along with the temperature readings, as well as aiding in the construction and troubleshooting of electrical components.  
Specialist, Ryan Leyrer. Ryan will be responsible heading project research as well as helping create solutions for unexpected problems.
- **Outcome expected:** Measurement tool would have to be simple and inexpensive, wouldn't have to be accurate to more than a degree, provide temp. in degrees Celcius. Develop / write a procedure and do a Gage R&R for repeatability - both from a process output (temperature readings) and for operator variability. Measurement device must be powered by its own source. Provide a parts list and cost of parts for the enhancement. Costs for added parts should be \$40 or less. If time and budget permits, team will investigate if other parameters / information can be collected (Oxygen, pH) with additional measurement equipment.
- **Planned end date:** 08 May 2020

**Budget (Estimated costs - see next page) :** \$500.00

**Funding Source (New or Existing Grant, General Operating, or combination of funds)** Itasca Waters grant

**Submitted By:** Steven Melin

**Date Submitted:** 04 Feb. 2020

**Date approved by Itasca Waters Board of Directors:** \_\_\_\_\_

**Budget (Estimated costs) :**

<b>Item</b>	<b>Estimated Cost</b>
Parts	\$ 200.00
Tooling	\$ 150.00
Supplies (paper, copies, CAD paper, misc. other)	\$ 50.00
Project Completion Luncheon	\$ 100.00
Labor (200 hours at \$0.00 / hour)	\$ 0.00





Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;

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**Fwd: MPCA Smart Salting trainings**

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Shirley Loegering &lt;pershirl@gmail.com&gt;

Mon, Feb 10, 2020 at 3:42 PM

To: Brian Whittemore &lt;brwhit44@gmail.com&gt;, Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;, Jesse Davis &lt;Jesse@moveitrealestate.com&gt;, "Leistikow, Patricia &amp; Rodney" &lt;PatandRodLeistikow@gmail.com&gt;

Hi all - I know I sent this information once before, but I wanted to let you know that i called to get a little more information. If Itasca Waters decided to take on one of these training sessions, we would be responsible for the cost of any advertising or outreach to participants, lunch for participants and cost of venue. They have received a grant that covers the cost of the class (about \$2,000), plus paying for the trainers and their travel and lodging expenses.

I believe this might fall under the Marketing Committee's authority and a New Project Application would need to be filled out per our new protocol. Lauren said they will be working with a group in Koochiching County and, if we decide to take this on, it would be helpful if we coordinated with the Koochiching group for dates so they could come up from the cities for the training only once. Obviously it would be more than one day for them and she would give us the Kooch contact info if we are interested.

Shirley

----- Forwarded message -----

From: **Lauren Schulzetenberg** <lauren@fortinconsulting.com>

Date: Mon, Feb 10, 2020 at 3:23 PM

Subject: MPCA Smart Salting trainings

To: pershirl@gmail.com &lt;pershirl@gmail.com&gt;

Good afternoon Shirly,

It was nice to speak with you on the phone earlier.

We are very excited to announce that Fortin Consulting has received extra funds from the Minnesota Pollution Control Agency to put on an additional 50 trainings between now and September 30, 2020. These will be first come first serve. Please contact me to discuss dates if you are interested in hosting one or more trainings and feel free to share the information with anyone you think may be interested.

We have several training options. Listed below are the training type, the time of year they are generally hosted, and the audience. I have attached descriptions of each training.

Turf class -spring and later summer

Smart salting 1 for roads- fall or winter

Audience: city, county, or state plow drivers

Smart salting 1 for parking lots and sidewalks - fall or winter

Audience: private maintenance companies, property managers, city parks, hospitals and colleges

Smart salting 1 for property management - anytime

Audience: property managers, property owners, business owners, facility maintenance

Level 2 smart salting- spring or summer

Audience: winter maintenance leadership public works managers, supervisors, business owners, superintendents, and other lead staff

Here are the basics of your responsibilities as a host:

- Finding the class venue
- Advertising



- Registration
- Refreshments – usually coffee and a snack in the morning, and lunch. If you are providing lunch, please include lunch for the 2 instructors as well
- Making sure everything goes smoothly the day of the training

I would be happy answer any questions you have about hosting or details on the trainings, or to discuss specific dates with you.

Have a nice day,

Lauren

## **Lauren Schulzetenberg**

Fortin Consulting, Inc.

[215 Hamel Road](#)

[Hamel, MN 55340](#)

763-478-3606

Celebrating our 24th Year!

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### **9 attachments**

 **Agenda Parking Lot Training - no times.docx**  
20K

 **Agenda Road Training - no times.docx**  
19K


 **PLS Smart Salting Description 4-2018.docx**  
21K


 **PM Draft Agenda.docx**  
15K

 **Property Managers Smart Salting Description 4-2018.docx**  
20K

 **Road Smart Salting Description 4-2018.docx**  
20K

 **Level 2 Maintenance Training Workshop Description 5-2018.docx**  
20K

 **Turfgrass Class Agenda.docx**  
20K

 **Turfgrass Maintenance class description.docx**  
15K

**ATTACHMENT #3.e**

**INVOICE**

February 3<sup>rd</sup>, 2020

Itasca Waters  
P.O. Box 881  
Grand Rapids, MN 55744

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***Professional Services & Expenses (January 2019)***

<b>Professional Services</b>		
Activities	Hours	Fees
Community engagement		
• Connelly	14.5hrs	\$2,175.00
• Zabinski	11.1hrs	\$1665.00
<b>Total Services &amp; Expenses</b>	<b>14.5hrs</b>	<b>\$3,840.00</b>

Please remit payment to: Untapped, Inc.  
PO Box 320  
Grand Rapids, MN 55744

**Community Engagement Summary (Jan 2020)**

**January Activity**

- Facilitated a focus group in Bigfork around how we might create a county wide plan to protect the quality of our water. Eight people attended. Kristen Anderson posted a question to the community around how we might protect the quality of our water and link to Itasca Waters website on the Edge of the Wilderness facebook page.
- Continued outreach and interviews of elected officials throughout Itasca county. Fourteen interviews completed
- Attended, “Our Mississippi. Our Water” event in Cohasset to listen and learn about the ways in which people are thinking about and working to protect the water quality of the river.
- Began Interviews with fishing guides throughout Itasca county. Seven interviews completed.

## Itasca Waters Committee Project/Events Proposal

**Parent Committee:** NCROC Special Committee (Needs Board approval)  
**Parent Committee Chair:** Shirley Loegering  
**Project/Event Title:** NCROC Visitor Day  
**Project Leader/Contact Person:** Shirley Loegering  
**Others potentially involved:** Zack Simpson

**Project Purpose/Goals (include what, where, when and why; how it fits Itasca Waters' Mission):**

- NCROC Visitor Day at their location on Thursday, August 27, 2020 from 3:00 to 7:00 pm
- In 2019, an estimated 500 people attended the event. We had a good location and many people stopped by our booth. We had several ways to draw people in that seemed to be quite successful and I would recommend that we do something similar:
  - o Handed out well water testing kits (we had about 28 kits and ran out early)
  - o Drawings for fishing poles for children and reusable water bottles for adults
  - o Bob Conzemius demonstrated a water hydraulics model. (This was quite difficult for Bob to manage the water issue. He may not wish to participate in the same way again.)

**Project Timeline/Tasks**

- Start date: August 27, 2020
- Tasks/responsible person(s):
  - o Update the tri-fold display. I am requesting assistance from Zack. I would like recommendations from the Board re the focus for display content. We will ask Dave Bily at the County GIS to print the posters again.
  - o NCROC does a lot of promoting that will include IW as a participant. In addition, Shirley will send email notices to IW members and volunteers, Earth Circle and Izaak Walton League.
  - o Shirley will request, and pick up, water testing kits from RMB Lab in Hibbing.
  - o Purchase door prizes – Zack or Shirley
  - o Ask Bob Conzemius if he wants to participate again. If not, contact another YWS presenter - Shirley
- Outcome expected:
  - o Excellent exposure about Itasca Waters to the community at a low cost and with limited materials and personnel needed.
  - o Excellent water quality educational opportunity that reaches out to a relatively new audience.
- Planned end date: August 27, 2020

**Budget (Itemized costs-see attached)**

**Funding Source** (New or Existing Grant, General Operating, or combination of funds) Bush Grant  
**Submitted By:** Shirley Loegering **Date Submitted:** April 6, 2020  
**Date approved by Itasca Waters Board of Directors:** \_\_\_\_\_

**Budget for NCROC Visitor Day Booth August 27, 2020**

	Estimated	Actual	
<u>Expenses:</u>	Expense	Expense	Income
Handouts: Shoreland Guides	0.00		
Other handout printing cost: (i.e. shoreland advisor info and membership apps)	100.00		
GIS Map Printing by County	0.00		
Promotional Cost (most done by NCROC) IW can use electronic contacts.	0.00		
Bob Conzemius, or other partner	100.00		
Door Prizes: (i.e. reusable water bottles & fishing poles)	120.00		
<u>Income:</u>			
Request from Bush Grant			500.00
<u>Total estimate</u>	320.00		

**ATTACHMENT #4.b**

Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;

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**Resignation from Board - Bill Marshall**

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**Marshall, William J** <William.Marshall@itascacc.edu>

Tue, Mar 24, 2020 at 10:12 AM

To: "wabana54@gmail.com" &lt;wabana54@gmail.com&gt;, "jan.f.sandberg@gmail.com" &lt;jan.f.sandberg@gmail.com&gt;

Good morning, Dave and Jan—

Recently, I have been regretting my recent lack of engagement in board activity and responsiveness to emails and requests, and believe it is time for me to step away from the board.

I have been in full support and agreement with the direction the restructuring has been taking. It rightly requires a strong level of commitment that I continue to find myself not meeting.

I am aware of the Bush Grant 1<sup>st</sup> year report coming due in May and am willing to see that through (working with Laura and Ed), but after that point I plan to step down. Let me know if you have any concerns with this plan.

I am very grateful to have had the opportunity to serve on this important and engaging board. I remain passionate about water and intend to be an Itasca Waters member for life. (Feel free to keep me on a volunteer list, as I am willing to help out at events, etc. from time to time).

I appreciate all the work you do.

Sincerely

Bill

**Bill Marshall**

Director of Enrollment Services  
Itasca Community College

[william.marshall@itascacc.edu](mailto:william.marshall@itascacc.edu)

218-322-2340 (office) 651-236-0558 (cell)



3/28/2020

Gmail - Resignation from Board - Bill Marshall





Jan Sandberg &lt;jan.f.sandberg@gmail.com&gt;

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## MN Lakes and Rivers membership

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**Pat Leistikow** <patandrodleistikow@gmail.com>


Fri, Mar 27, 2020 at 5:14 PM

To: Jesse Davis <jesse@moveitrealestate.com>, Brian Whittemore <brwhit44@gmail.com>, "<jan.f.sandberg@gmail.com>" <jan.f.sandberg@gmail.com>, "zacksimp@itascawaters.org" <zacksimp@itascawaters.org>, Lynn Moratzka <lgm7739@me.com>

Please review and we should vote on this at the next meeting. I get all of this information from our lake association. So in my opinion, I am not sure we need to renew this.

Pat

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 **MN Lakes & Rivers membership due.pdf**  
1482K



# ITASCA WATERS

*Team Up for Clean Waters*

## **ANNUAL REPORT**

**[itascawaters.org](http://itascawaters.org)**

**2019**



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Cover photo of Pokegama Lake, Nesbitt Island, courtesy of Bill Marshall.

## MISSION AND GUIDING PRINCIPLES

The mission of Itasca Waters (formerly Itasca Water Legacy Partnership) is to “Team Up” with other organizations and concerned citizens to maintain abundant, clean water for our continued health, enjoyment and a strong economy.

**Itasca Waters (IW) is pursuing its mission by:**

- Promoting water stewardship through education and community outreach
- Engaging all Itasca County citizens to join in these efforts
- Continuing its efforts to fund science-based research focused on water quality

## SUPPORTERS AND PARTNERS

Our supporters and partners have included the Blandin Foundation – Bush Foundation – Minnesota Humanities Center – Itasca County – Itasca Soil & Water Conservation District – ISD #318 – U.S. Forest Service – National Fish and Wildlife Foundation – Minnesota DNR – Minnesota PCA – Legislative-Citizen Commission on Minnesota Resources (LCCMR)– Minnesota Board of Water and Soil Resources – Wes Libbey Northern Lakes Chapter of the Izaak Walton League – Grand Rapids Players – Minnesota Power – Itasca County Lake Associations – Itasca County Business Community – University of Minnesota/Morris – Itasca County Master Gardeners – Community Volunteers and Individual Members.

## 2019 EVENTS AND SUCCESSES

Itasca Waters continued to work with its many partners to look for new opportunities to be good stewards of our great water resources. You will find specific information on projects funded by grants later in this report, but here are just a few highlights:

- Given a \$107,040 grant from the Bush Foundation focused on using community driven solutions to protect water.
- Hosted the eighth Youth Water Summit in May that allowed about 425 fifth graders a chance to participate in all-day scientific hands-on activities and presented a hands-on event at the Itasca County Fair.
- Successfully hosted at the Reif, the Minnesota Humanities Center exhibit We are Water, and related events.
- Rolled out the Shoreland Advisors program.
- Expanded community outreach and social media work including creating a series of videos available online.
- Worked with the University of Minnesota at Morris to survey Itasca County residents about attitudes and practices focused on water quality in the county.
- Implemented a plan to restructure the operations of Itasca Waters to better work through committees.

## GRANTS

Itasca Waters has been fortunate to receive major funding from the Blandin Foundation and Bush Foundation.

### **Blandin Grants**

In 2011, Blandin Foundation awarded the Itasca Water Legacy Partnership funds for its first Itasca Adult Water Summit (\$15,000). In the same year, we received a multi-year grant of \$155,000 for operations to build local capacity for water quality assessment and other activities to maintain Itasca County’s high-quality water. Some funds from this 2011 Blandin grant are still available for use for community events.

In March 2018, the Blandin Foundation awarded Itasca Waters a \$150,000 grant to fund a three-year program focused on protecting and restoring shoreland areas in Itasca County to reduce nutrient loading in area lakes and maintain high water quality. The application included a request for a part-time coordinator to help implement the program, a first for Itasca Waters. As discussed below, Itasca Waters worked with the University of Minnesota Morris, Center for Small Towns, to implement a survey of lakeshore owners.

*This organization is important to me because my livelihood depends on maintaining the quality of our waters. People using the waters need to be aware of the actions that can negatively affect them.*

*Mike Holmstrom, Grand Rapids Marine*

## PROJECTS AND EVENTS

*We are blessed with an abundance of clean water and need to do whatever we can to preserve it. This organization is on the front line of that effort.*  
Rick & Kathleen Blake

*After kayaking all 1007 of Itasca County lake, I feel better knowing people care to make a difference to protect our waters.*  
Mary Shideler, The Kayak Lady

### **Bush Foundation Grant**

With the generous support of Itasca County allowing grant writer John Connelly to assist in preparing a grant proposal, Itasca Waters was notified in February 2019 that Itasca Waters was awarded a \$107,000 grant to use community driven solutions to protect Itasca County's water. In addition, \$7,000 is available for Board development. Work during 2019 is described below.

### **Administration**

In early-2019 IW hired a new part-time coordinator. The hiring of a coordinator has had a very positive impact, broadening IW's contacts in the community and providing needed support for IW projects. IW's office in Central Square Mall in Grand Rapids is now equipped with high-speed internet facilitating meetings that are now held in the Mall's Blandin meeting room. Having an office has increased the organization's community visibility and opportunities for IW to participate in downtown and local business committees and events.

With the new focus on committees and shared information, IW moved current meeting materials and resources to Google Drive, keeping Dropbox for historic storage. The goal is to encourage online collaboration.

### **Bush Grant Activities**

Itasca Waters was awarded a Community Innovation Grant from the Bush Foundation in early 2019. The Bush grant funds are being used to support a two-year process to engage all stakeholders in designing a community-wide plan to protect the water quality in the lakes, rivers, and streams throughout Itasca County. Widespread community engagement is well underway. Consultants have engaged over 1,000 Itasca County residents in a variety of ways, including online surveys, one-on-one interviews, phone interviews, focus groups, and human-centered design sessions. The goal is to engage as many people as possible to better understand how we as a community can ensure high-quality water in perpetuity. The stakeholders reached include area lake associations; elected county, city, and township officials; business owners; fishing guides; resort owners; realtors; and the general public. During the second year of the grant consultants will use what we have learned from community stakeholders to develop and implement a public awareness campaign around the importance of clean water to our collective livelihoods, as well as an action plan so the community can coordinate its efforts to protect our water.

### **Blandin Grant Survey**

The 2018 Blandin grant required Itasca Waters to develop a strategy to assess the water-related attitudes and practices of Itasca County property owners. Working with the University of Minnesota at Morris, we developed a survey that assessed opinions about and implementation of best management practices (BMPs) for managing water on property, information sources property owners used and the entities that they felt should ensure that water is protected.

Key findings showed that property owners are concerned about water and believe water issues are important, have implemented at least one BMP, recognize that they share responsibility for protecting water quality, and are interested in getting more information about BMPs. In addition, the survey results suggested several actions that Itasca Waters will pursue.

### **Shoreland Initiative**

Launched by the Planning Committee in 2017 with funding from the 2018 Blandin Foundation grant, 2019 activities focused on expanding the Shoreland Advisor program which focuses on improving shoreland in Itasca County.

### **Deer Lake Septic Inspection Program**

2018 was the first full year that Blandin Foundation funds financed an incentive program for

septic system compliance. The Blandin grant offered \$10,000 toward septic system inspections of Deer Lake properties, where owners volunteered to have their systems inspected. The program continued through 2019 with an additional five properties tested. A more aggressive program is anticipated for 2020, including a substantial subsidy for system upgrades and access to a no-cost loan program through the County.

**Shoreland Guide**

Our popular 2018 Shoreland Guide has been well received in our community. Guides are available at all Itasca Waters’ events. Realtors have been distributing the guide to people interested in purchasing homes and the Downtown Council has been giving them to new residents. Guides have been distributed to people and groups in connection with work on the Bush Foundation grant. Participants in our Shoreland Advisors workshops received the guide and they in turn have distributed them to lakeshore property owners they visited. The Guide is available online at our website at <https://itascawaters.org/shoreland-guide-2018>.

**Shoreland Advisor Program**

Planning for the Shoreland Advisor program began in 2018 with the goal to reduce the impact of runoff from shoreland property and improve water quality. The program provides onsite information and assistance, at no cost, to lakeshore owners interested in curtailing sources of pollution from their property. Itasca Waters trains volunteers about shoreland buffers, erosion and runoff, septic, and aquatics. These advisors make onsite visits with lakeshore owners and discuss helpful practices the shoreland owner can implement that will positively impact a lake’s water quality.

In March, a group of twenty interested volunteers attended the first educational meeting conducted by University of Minnesota Extension staff at the Forest Lake restaurant. The purpose was to discuss logistics for an expanded program and possible training ideas.

Over the next few months, Itasca Waters finalized plans for a two-day spring workshop for the interested shoreland advisors. On May 31, 2019, more than 40 volunteers participated in advisor training. Karen Terry from University of Minnesota/Morris led the workshop which focused on “shoreland property management for water quality.” Topics included buffers, holding water on property, shoreline erosion, water quality basics, septic systems, and lawn care/landscaping. The workshop was filmed and aired on ICTV in Grand Rapids and is available on our website: [ItascaWaters.org](https://itascawaters.org). Each participant received a Notebook for Shoreland Advisors, which was created by Karen Terry, and contained important information about issues covered in the workshop as well as local lake information and can be found in the Shoreland Advisor Resource Binder at <https://itascawaters.org/shoreland-advisors>. On June 1, 2019, there was a three-hour land workshop with visits to four shoreland properties on Wabana Lake.

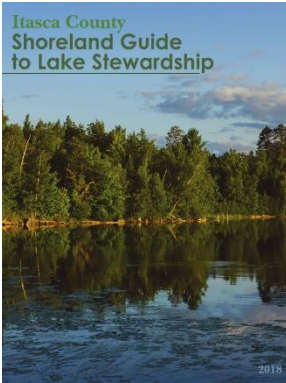
In mid-2019, working with the Pokegama Lake Association, the Shoreland Advisors Program targeted areas of Pokegama Lake with sensitive shoreline identified by staff from the Minnesota Board of Soil and Water Resources. Shoreland owners were mailed an update and offer to provide shoreland advisor services.

**We are Water**

In partnership with the MN Pollution Control Agency and MN Humanities Center, work started in 2017 and culminated in a series of events in 2019.

**Memory of Water**

Itasca Waters worked with the Milligan Studio on a community engagement activity to create a “sea of paper boats” to capture participants water memories at three community events. The community events included the Klockow Brewing Water Bar on August 1, Tall Timber Days on August 3 and the North Central Research and Outreach Center (NCROC) Day on August 22. Miligan Studio erected a water memory sculpture in downtown Grand Rapids and are working on composing a poem from the paper boat remembrances of water.



Free interactive exhibit

**WE ARE WATER MINNESOTA**

August 2 - September 16  
Reif Performing Arts Center lobby  
Opening events August 2, 4:30-7 p.m.  
Regular hours: Mon-Fri, 10 a.m.-4 p.m.  
Map: 115 100 1st Ave NE, Grand Rapids, MN 55744  
More info: [itascawaters.org](http://itascawaters.org)

ITASCA WATERS  
From the Lake to the River



### **Water Bar**

People and dogs were invited to sample three different waters (municipal and well) from around Itasca County at Klockow Brewing on August 1. Patrons and volunteers shared water stories and enjoyed music and snacks. Everyone could create a wood-block art print and a water boat. Information and Shoreland Guides were available and many attendees said they were previously unaware of Itasca Waters.



### **Exhibit**

Our partner, the Reif Center, hosted the information displays for the six-week exhibit from August 2 to September 16, 2019. The exhibit was about clean water and related environmental issues, including: septics, unused/unsealed wells, native shoreland plants to reduce runoff and erosion, raingardens, reducing summer landscaping watering, AIS, nontoxic cleaners, disposing medications, pet waste, disposing of household hazardous waste, fertilizer/pesticide usage, and participating in decisions about water in our community.

The opening event included a number of speakers and an inspirational speech by Sam Miltich, music and refreshments.



### **Chamber Lunch**

Itasca Waters, in collaboration with the Grand Rapids Chamber of Commerce, co-sponsored a Grand Rapids Chamber of Commerce luncheon on September 9. The featured speaker, Paul Radomski, is the DNR's lead scientific expert on lakeshore habitat management issues and co-author of *Lakeshore Living*, a book focused on improving lakeshores in a sustainable and just manner. Paul discussed the cost effectiveness of protecting quality lakes vs. restoring impaired lakes and what this means for Itasca County. The 80 people who attended this luncheon also learned about Itasca Waters Shoreland Advisor program and other Itasca Waters' activities.



### **Nibi Walk**

Around Pokegama Lake on August 9, about 60 people met for an orientation at the Blandin Foundation to learn about the Anishinaabe spiritual & cultural practice of water walking, the history of Pokegama Lake, and as preparation for the September 13 and 14 walk around Pokegama Lake.

### **Community Outreach**

#### **Frozen Fairways Golf Classic**

In February, Itasca Waters sponsored a team and child-focused activities at the community event, teaming up with the Roger Clark and Search and Rescue with an underwater camera set up so kids and families could see what was happening under the ice. In addition, there were also educational coloring pages and other things for kids which were housed in the Search and Rescue RV.

#### **Youth Water Summit**

Itasca Waters, with the help of Independent School District (ISD) 318 Community Education, hosted the annual Fifth grade Youth Water Summit (YWS) on Tuesday, May 21 at the Itasca County Fairgrounds. A rainfree day added to the celebration of the its eighth year for the event, which seeks to educate students in basic water science, a lesson that is often difficult to accomplish in the classroom.





This year about 425 students from Grand Rapids, Bigfork, Greenway and St. Joe's Catholic School attended. Throughout the day, students participated in several of the forty-six 30-minute sessions concerning water education. Topics included hydrology, aquatic vegetation, micro- and macro-invertebrate identification, water chemistry, water art, water physics, forest/water interaction, kayaking, camping, aquatic invasive species, and more. More than 70 adult volunteers took part in planning and coordinating the event. Justin Liles from WDIO in Duluth participated and the Uncommon Loons provided entertainment. The opening ceremony was water-focused, led by two Native American drummer/singers.

### **Mississippi Headwaters Watershed Management Plan Advisory Committee**

During 2019, Perry Loegering represented Itasca Waters and the Wes Libbey Northern Lakes Chapter of the Izaak Walton League at several meetings of the Advisory Committee. He distributed several copies of Itasca Waters shoreland Guide to members of the committee. The committee's job was to write the Comprehensive Watershed Management Plan for the Mississippi Headwaters Watershed. This plan is part of the State-wide "One Watershed, One Plan" created by the Board of Water and Soil Resources. If adopted by the County, this watershed plan will replace the current county Comprehensive Water Plan.

### **First Friday Earth Month**

Itasca Waters manned a table in the Central School and gave away copies of the 2018 Shoreland Guide for Lake Stewardship, provided information on the new Shoreland Advisors program, and shared information on the upcoming We are Water exhibit at the Reif.



### **Tall Timber Days**

Three Itasca Waters members staffed a booth in the education tent on Tall Timber Days, Saturday, August 3. Although traffic was light, Shoreland Guides were distributed and about six water memory boats completed. The large Tootsie Rolls that our Treasurer donated were a big hit.

### **North Central Research and Outreach Center's (NCROC) Visitor Day**

Two members manned a booth on August 22, with an estimated 500 people in attendance. Bob Conzemius operated his a water hydraulics model and attracted the attention of ICTV. Water testing kits were popular—nearly 30 were given away and more could have been used. Shoreland Guides were distributed. A drawing for fishing poles and water bottles attracted interest and Itasca Waters' stickers, leaflets on 12 Ways to Protect Your Water, magnetic septic system record keeping cards and information about We Are Water events were distributed.



Dave Bily with the Itasca County GIS office was kind enough to print our large tri-fold display posters at no cost.

### **Speaking Opportunities**

Board members spoke to a number of groups, including the Builders Group, Rotary, and Grand Rapids High School Future Farmers. In March, Brian Whittemore and Jan Best attended the Rainy-Lake of the Woods Watershed Conference in International Falls. The workshop included a bi-national civic engagement workshop where Brian was among those who presented a program focused on the Itasca Waters' Shoreland Advisors Program.

## **Social Media and Communication**

### **Facebook and Instagram**

Facebook continues to expand its presence in the greater Grand Rapids community with 304 followers. Most of our new followers joined during the summer as we ramped up our events with the We Are Water exhibit at the Reif. The four top posts were: Waterbar at Klockow Brewing, Nibi water walk around Pokegama (the overwhelming favorite), We Are Water exhibit, and the Chamber Luncheon featuring Paul Rodomski. People particularly liked the article, "Ojibwe women have been doing water walks for generations." There was high

interest in Deer Lake’s new self cleaning station and the story about problems with flushable wipes. Our first Facebook Live event occurred at the opening ceremony for We Are Water. On Instagram, we have around followers. The five ICTV programs about shoreland were popular as well.

**Website**

Itasca Waters launched its new website in April 2018: [www.itascawaters.org](http://www.itascawaters.org). During 2019, content was added to the website and some structural changes made. The website is designed to be a major source of online information about issues facing Itasca County property owners. Resources are organized into five areas: aquatic zone, shoreland, runoff and erosion, septic/excavation and private forest management. The website features information about the Shoreland Initiative, the new Itasca County Shoreland Guide to Lake Stewardship, AIS, links to our Facebook and Instagram accounts, a donation link, and general information about Itasca Waters.

**Newsletter**

In September, Itasca Waters published its first newsletter for members. The first issue described the shoreland advisor program, We are Water activities, display materials, a review of the Youth Water Summit and the ICTV programming.

**Logo**

Creative North Graphic Design provided us with updated logo vector files with a variety of formats and choices to allow flexibility in meeting various graphic needs: website, letterhead, Powerpoint, TV, business cards, billboards, and similar.

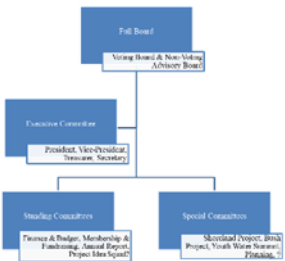
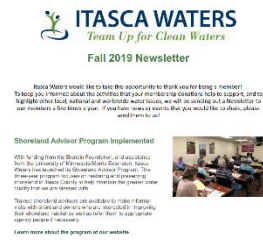
**ICTV**

We worked with ICTV to produce five videos during 2019 that could be accessed from YouTube or the Itasca Waters website. Topics included: (1) An introduction to Itasca Waters and the Advisor program; (2) MN DNR leading lake and lakeshore expert Paul Radomski on the aquatic zone of a lake; (3) MN DNR Shoreline Habitat specialist Heather Baird on shoreline management; (4) University of Minnesota/Morris Educator Karen Terry on our Shoreland Advisors Program and best practices for shorelands; and, (5) Septic Systems with host Jesse Davis and Mike Casey, co-owner of Bunes Septic Service.

**Board of Directors and Committee Restructure Process**

Since its inception in 2009, Itasca Waters has been governed by a Board of Directors numbering between 13 and 17, with an Executive Committee numbering between 6 and 9. The Executive Committee, consisting of the officers, committee chairs and other approved members, made interim decisions, as necessary, between quarterly Board meetings. Over time, more and more of the decision-making was done by the Executive Committee with little chance for other Board members to have input until items were brought before the full Board at its Quarterly meetings. New projects were handled in an unstructured format that was not always the most efficient. There were only a few active committees up until 2018, mainly for the Youth Water Summit and Membership. Beginning in 2018, the Shoreland Initiative and Technology Committees became active.

In early 2019, upon suggestions from a Blandin Foundation Board Development training session, the Board agreed to hire a consultant with Propel Nonprofits with the cost covered by the Blandin Foundation. Propel Nonprofits conducted a survey of Board members, held a six-hour retreat in May attended by all Board members, and suggested changes in the way the Board operated. In October, the Board approved an outline for a new organization structure to achieve the following: 1) spread the workload among redefined standing and special committees; 2) develop a protocol for approving new projects; 3) schedule bi-monthly, instead of quarterly, Board meetings; and 4) assign some tasks to the Coordinator’s position. The Board also established a planning committee to develop final details. The detailed plan was still a work in progress at the end of 2019 with the intention to present it at the January 2020 Board meeting for final approval.



# COMMITTEES

The restructuring work started in late 2019 meant that moving forward Itasca Waters committees would change. Below is a brief review of the work of committees in 2019.

## **Education**

Throughout the year, Itasca Waters volunteers help run a series of events including the Youth Water Summit designed to better inform the community about the importance of our water resources.

## **Membership and Fundraising**

Itasca Waters' accomplishments for 2019 were made possible by generous support from its members and dedicated volunteers. Financial contributions enable Itasca Waters (IW) to carry out its mission by providing funds for educational outreach, special events, and operational costs not covered by grant monies. Individual, business and stock donations from 129 members (including 29 new members) raised \$9,641, making a powerful statement about how the people of Itasca County value our water resources and want to be part of a community who actively work to maintain those resources.

The commitment by volunteers who share IW's vision is invaluable and Itasca Waters thanks all who so generously shared their time, talent and financial support in 2019.

## **Planning**

Work on a revised strategic plan was put on hold for 2019 to allow Itasca Waters to better focus on restructuring. It is anticipated that planning will restart in 2020.

## **Public Relations**

Informing the public about the importance of one of our County's most valuable resources—our water—is one of the major goals for Itasca Waters. We accomplish this through our sponsored events, on our website at <http://www.itascawaters.org/> and on our Facebook page at <https://www.facebook.com/ItascaWaters/>.

## **Technology**

Committee members oversee Itasca Waters Facebook page, Instagram, website, and update administrative information such as minutes and news items. The committee also coordinates a virtual filing cabinet at Dropbox, which gives Board members access to historical and current documents.



# **2019 FINANCIAL REPORT**

Itasca Waters contracts with Kirk Gilbertson CPA accounting firm for compilation and general ledger services. This firm records all receipts and expenses, reconciles the bank statement, and provides financial statements each month. This is a valued service to strengthen our internal controls.

Itasca Waters received one grant during 2019 from the Bush Foundation for \$114,040.

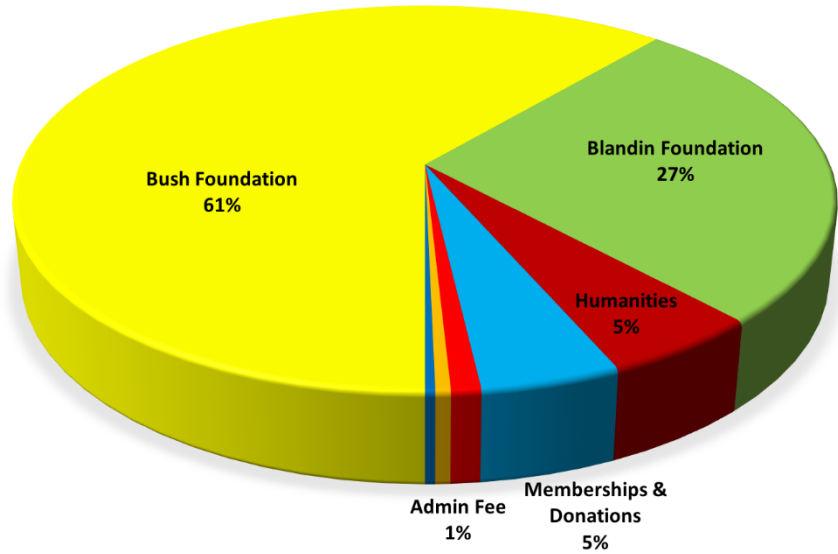
2019 was very busy and productive for the board and volunteers. Most efforts focused on (1) promoting shoreland practices with the Blandin grants and (2) community engagement activities funded with the Bush and We Are Water-Minnesota Humanities grants.

We used \$4,288 in funds from the Blandin Foundation 2011 grant to support educational activities for children through the Youth Water Summit. We are proud that we can provide this program at this low cost. The power of volunteers is our strength.

Itasca Waters general operating expenses of \$10,431 include contracted services, cell phone, office supplies, postage, promotion, accounting fees, and insurance, a decrease from 2018 of \$3,235. Contracted services also decreased. The cell phone security deposit was returned. Itasca Waters ended with a cash balance of \$223,401 that included Itasca Waters operating funds of \$61,857; Bush grant funds of \$95,833 and Blandin Foundation funds (from two grants) of \$65,711.

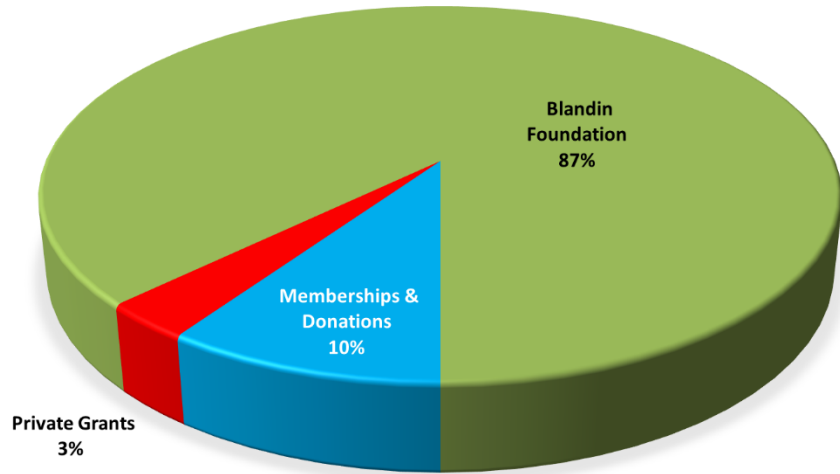
We are in the process of restructuring our board's daily and yearly activities using \$7,000 of Bush grant funds. Expenses for 2019 were \$691, but we are in the early stages of that work.

### 2019 SOURCE OF FUNDS



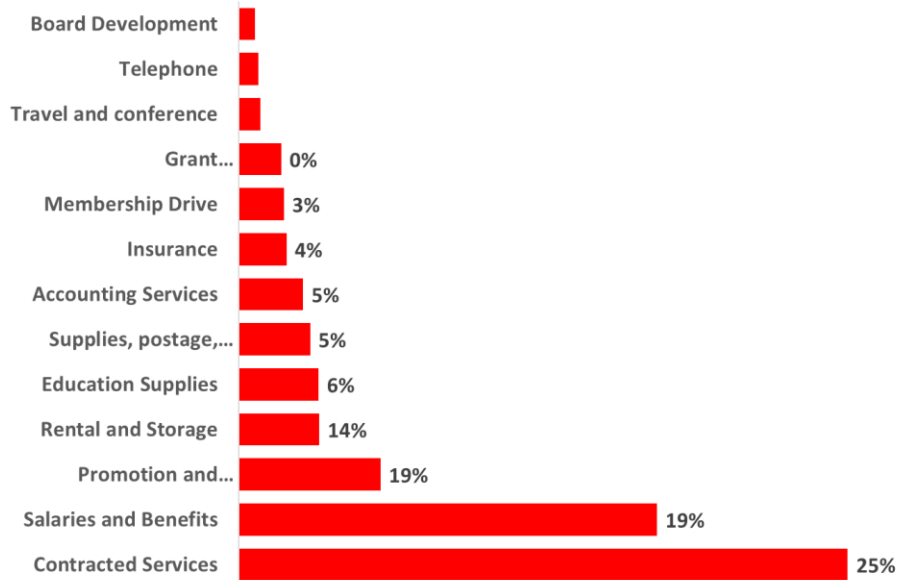
NOTE: 2019 funds received totaled \$186,245. Unlabeled categories include private grants (\$950) and interest (\$622).

### 2018 SOURCE OF FUNDS



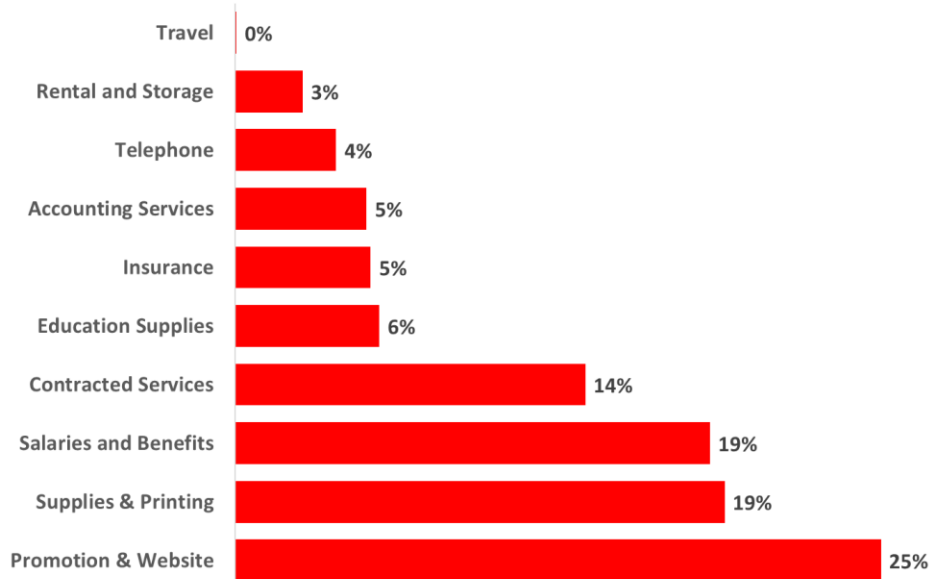
NOTE: 2018 funds received totaled \$58,576 with negative interest and dividends of \$238 not depicted in this chart.

## 2019 Spending by Activity



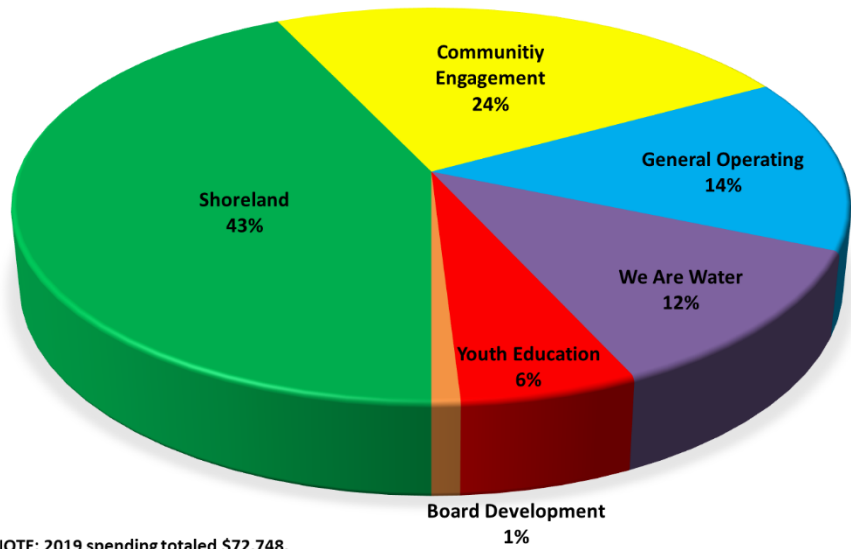
NOTE: 2019 spending totaled \$72,748.

## 2018 Spending by Activity



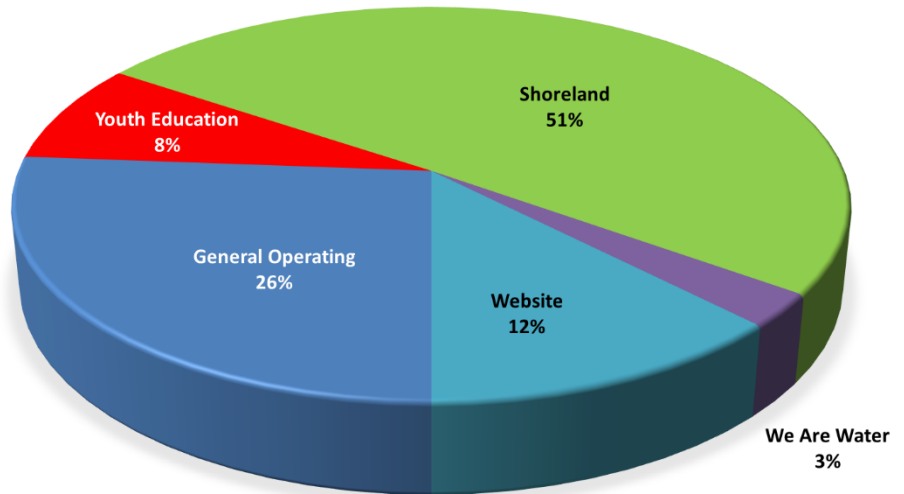
NOTE: 2018 spending totaled \$52,169.

### 2019 SPENDING BY PROGRAM



NOTE: 2019 spending totaled \$72,748.

### 2018 SPENDING BY PROGRAM



NOTE: 2018 spending totaled \$52,169.

## **ORGANIZATION HISTORY**

Local water quality advocates came together in late 2006 to identify and implement a set of activities that would ensure clean water resources and quality habitat in the major watersheds of Itasca County. IWLP formalized its operations as a community coalition by establishing a board and executive committee to guide partnership activities. In 2009, IWLP completed its first surface water assessment grant to assess water quality for previously untested lakes in the county.

2010: IWLP's Certificate of Incorporation and Articles of Incorporation as a nonprofit organization were filed under the laws of the State of Minnesota.

2011: Qualified for 501(c)3 status with the IRS and organized a full-day adult water summit at Itasca Community College.

2012: Strengthened financial reporting and implemented an informal system for tracking the completion of Board and committee activities; hosted a series of evening meetings for adults; and organized the first Youth Water Summit for fifth graders.

2013: Released the Deer-Pokegama Study; hosted several educational events; completed a second surface water assessment grant assessing the Bigfork River Watershed; and, helped create a Cooperative Invasive Species Management Area (CISMA) in collaboration with Leech Lake Band, Itasca County land department, MN DOT, USFS, MN DNR, University of Minnesota Extension and ICOLA.

2014: Cooperated with partners to develop a program for prevention and eradication of aquatic invasive species; released results on the economic value of water in Itasca County; hosted several educational events; and, was awarded the Itasca County Outstanding Conservationist Award.

2015: Continued work with the Itasca County Aquatic Invasive Species program; sponsored educational events for children and adults (including a second Adult Summit in partnership with the forestry community); shared in the Outstanding Conservationist Award given to the Aquatic Invasive Species Partnership of Itasca County; and, continued support for the water lab at ICC.

2016: Sponsored several educational events; continued work on the AIS Technical Advisory Committee; and negotiated the successful transfer of the AIS program to the Itasca County SWCD.

2017: Completed transfer of the AIS program to Itasca County SWCD; rebranded IWLP to Itasca Waters; hosted the 6th Youth Water Summit; began work on the Shoreland Initiative and Shoreland Guide; and, agreed to host a six-week 2019 event, We are Water.

2018: Won a \$150,000 grant from the Blandin Foundation focused on protecting shorelands; hosted the 7th Youth Water Summit; hired a part-time coordinator and opened an office; erected a billboard and updated the website; published the Shoreland Guide; hosted a Septic Secrets seminar; continued to work on We are Water 2019.

## 2019 BOARD OF DIRECTORS

### Sandy Anderson



Sandy moved to Minnesota in the early 80's and to Grand Rapids in 2001. With a Masters in Geography and a GIS certification, Sandy worked as a site location analyst for Dayton-Hudson Corp. for years before starting Lakehomes.com Realty in 1999 with her husband, Dan. With a family cabin on Lake Ontario and Dan's experience growing up on Rainy Lake, they brought their love of lake property to the business. In 2013 Lake Homes Realty grew into the Move It Real Estate Group keeping a strong emphasis on waterfront sales. With a strong history of waterfront sales in Northern, Minnesota, she and Dan understand the importance of clean waters on the environment and a community's growth potential.

### Ben Benoit



Born in Hartford Conn, Ben likes to jokingly tell people that he has lived the Ojibwe migration story. Starting on the East coast and ultimately making his way to Minnesota, Ben went to high school in Anoka, began college at St Cloud State and finished with a Bachelor of Science degree from the University of Minnesota, Twin Cities in Biochemistry. After college, Ben worked for a few years in industry, as a microbiologist and chemist and when he began looking for a house but decided that city life wasn't for him and it was time to rejoin his 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 he is committed to protecting them for future generations to rely on as his family does today. He was taught that if we care for the manoomin, land and waters, they will care for us. That is the mission Ben works towards as Leech Lake Environmental Director and as an Anishinaabe man. He hopes that through working with Itasca Waters he 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.

### Jan Best



Jan joined IWLP in 2017, and serves on the Public Relations Committee with her husband, Brian Whittimore. With master's degrees in Education and Counseling, Jan has a special interest in children and their families, having taught and participated in the establishment of a landmark elementary counseling program in a New York State school district. In addition, Jan was an officer with the NY State Counseling Association.

An avid outdoors person, Jan has a lifelong interest and concern for the environment, particularly after seeing the effects of acid rain on lakes in the Adirondacks, where she grew up.

### Meghan Christianson



Megan Christianson has been the Executive Director of Visit Grand Rapids since 2012. Christianson has a Bachelor of Arts degree from Concordia University, St. Paul Campus. She has 20 years of marketing, public relations, and trade industry membership/advocacy experience. Christianson currently serves as a Board Member of the Minnesota Arrowhead Association and is the NE Minnesota representative on the Explore Minnesota Tourism Council. She is also a Blandin Foundation Community Leadership Alumni. Megan lives in Cohasset Minnesota with her husband (Chad) and their two children (Madison – 17 and Caleb – 15). She enjoys being on the lake, scrapbooking, and spending time with family and friends.

### Kathy Cone



Kathy has represented IWLP as Education Chair from 2012 to present, when she joined the Board. In addition, Kathy works full time as an accountant, has two children, and volunteers on the Community Cafe Board and completed a two-year training in "Leadership for the Century".

Kathy enjoys spending time raising meat birds, pork, beef, and laying hens for the farm fresh eggs as well as raising vegetables. She also likes to paint with watercolor and oil, hunting, fishing, crafts, and spending time with friends.

### **Jesse Davis**



A native of Colorado, Jesse and his husband are 4th generation family farmers in Trout Lake Township. Active in local farmers' markets and the local food community and principal viola player in the Itasca Symphony. Jesse is presently a Realtor with the Move It Real Estate Group. Jesse feels that healthy lakes and waters are integral to the economic, cultural and social sustainability of the Greater Itasca area.

### **John A. Downing**



John is currently the Director of the Minnesota Sea Grant College Program, a research scientist at the Large Lakes Observatory, and a tenured Professor in the Department of Biology at the University of Minnesota Duluth. His research and teaching dossiers concern many aspects of the aquatic sciences. His leadership experience has included positions in the US and Canada. He has founded and run several small businesses in the US and Canada. He has a long-standing record of success in securing research funding from federal, state, provincial, and local agencies. He maintains current international research collaborations with

Canada, Brazil, and Holland.

John's family has conserved and managed a shore-habitat and forest area in northern Minnesota for 108 years. He is a certified diver, a once-professional musician, and volunteers to help citizens across the US Midwest with local water quality concerns.

### **Bill Grantges**



Bill Grantges is the Itasca County Aquatic Invasive Species Program Coordinator. Bill is a board member of Itasca Waters, serves on the technical committee of the Minnesota Aquatic Invasive Species Research Center (MAISRC) and is Vice-President of ICOLA. He received his Master's in Business Administration from the University of Rhode Island and worked as a program manager for Siemens Medical Systems before coming to Minnesota in 1999. Bill has held certifications from the MN DNR as a Lake Service Provider

and as a Level 1 & Level 2 AIS Watercraft Inspector. He is also a certified University of Minnesota Extension AIS Detector. Bill is passionate about building partnerships to help preserve our strong outdoor traditions.

### **Patricia Leistikow, Treasurer**



Pat was born and raised on a farm in SE Iowa, attending University of Northern Iowa and earning a degree in Accounting. She has worked in private and public business throughout Minnesota, retiring in October 2013. She also took off nine years from working outside the home to raise two young children but kept busy with consulting and volunteering.

Pat has been involved with IWLP since the beginning, first serving on the Advisory Group for the setup of the Itasca Community College Water Lab and joining the Board as Finance chair in July 2013. Pat also serves on her Church's Finance Council and the Board of Youth for Christ-Campus Life.

Pat and her husband, Rod, spend vacations enjoying the United States especially Colorado and the Caribbean. At her home on the lake, she loves to swim, fish, and kayak.

### **Dave Lick, President**



Dave is retired as principal owner of Itasca Reliable Insurance Agency, Inc., has a B.S. degree in biology, a minor in chemistry, past president of ICOLA, responsible for septic compliance for Wabana Township Lakes, past board member for Advocates for Family Peace, lifetime member of Izaak Walton League, current member of Minnesota Power's Citizen Advisory Board, active organizer of Citizens Advocating Responsible Power Production (CARRP), public school science teacher for four years, and he directed Youth Conservation Corp camps for the USFS for two years.

Dave's additional Interests are extensive international travel, forest landowner, sustainable forest management from 1994 to present converting 70 acres back to white pine, beekeeper, gardener, woodworker, avid bike rider and cross-country skier, canoeist and scuba diver. He is married and has two children.

### **Shirley Loegering**



Shirley served as Board Secretary from 2010 through 2016 and managed the membership roster, website and Facebook page and now serves as the Membership Chair. Shirley is a retired Administrator with a keen interest in preserving our water resources for future generations, including her four grandchildren. She is active with the Wes Libbey Northern Lakes Chapter of the Izaak Walton League. Over the years, Shirley has helped to organize several environmental events for Itasca Waters, Izaak Walton League and others.

Shirley and husband, Perry, spend vacations enjoying the outdoors, i.e. camping, fishing and bird watching. She is an active member in the Northstar Herb Guild where they study traditional uses for native plants and she also enjoys working on her family genealogy and searching estate sales and auctions for unique antiques.

### **Bill Marshall**



Born and raised in Grand Rapids, Bill completed a bachelor's degree in Family Social Science at the University of Minnesota. He worked there for five years before returning to work in Grand Rapids, where he is now the Director of Enrollment at ICC. In 2012, Bill married Katelyn on the Mississippi River at the Showboat Landing.

Bill has always had a strong connection to our area's lakes and rivers. Having grown-up just a five-minute walk from his Grandpa's aunt's 1930's cabin on Pokegama, young Billy, his sisters, and friends spent most of the summer in the lake and at the cabin. In his free time, Bill enjoys relic hunting at old logging camp sites, metal detecting for silver coins and other artifacts, nature photography, snorkeling area lakes and rivers, deer and bird hunting, having fun with his niece and nephews, and spending time with his dogs, cat, and wife at home.

### **Lynn Moratzka**



Lynn joined the IW Board in 2018 and serves on the Development Committee. Lynn retired as the director of the Office of Planning, Physical Development Division for Dakota County Minnesota in 2008. She earned her Bachelor of Arts degree from the College of St. Catherine and her Master's in Public Administration from Hamline University, St. Paul, Minnesota.

Lynn has been an active volunteer throughout her career and since retirement. Currently, she is still involved in the Friends of the Mississippi, a non-profit Board supporting the Mississippi National River Recreation Area (MNRRA) and Regina Medical Center. In 2017, Lynn was appointed by the Itasca County Board of Commissioners to the County Parks and Recreation Commission.

Lynn, her husband, Tim, and two children have been coming to Trout Lake since 1976 purchasing their home in 2000. In 2017, they retired full time to the area. Lynn enjoys spending time with her grandchildren and family, especially at the lake. She also enjoys skiing, biking, reading and doing genealogy with her sisters.



### **Jan Sandberg, Secretary**



Jan joined the IWLP Board in 2012 and helps ensure that the board’s work is kept on track. She compiles the annual report and assists with Google Drive and Dropbox. Jan and her husband, Richard, bought a cabin on Pokegama Lake in 1986.

Since retiring as a program evaluator with the Office of the Legislative Auditor in 2007, Jan and Richard spend much of the summer at the lake. In 2017, they welcomed their first grandchild and plan frequent visits to Vancouver, British Columbia to “help” as needed. Jan makes Minneapolis her urban home, serving on the Minneapolis Charter Commission as its vice-chair.

### **Tim Scherkenbach**



Tim was raised on the east side of the Iron Range, graduating from Virginia HS in 1966. He graduated from the University of Minnesota in 1972 with a BS in Chemical Engineering and immediately started working at the Minnesota Pollution Control Agency (MPCA). During his tenure as a senior manager he directed all the major environmental programs at the MPCA (Air Quality, Water Quality, Superfund, Hazardous Waste, and Solid Waste).

He served ten years as an Assistant Commissioner and as Deputy Commissioner his last two years at the Agency. During his career he spent considerable time working with, or testifying before, the Mn Legislature; and belonged to several national environmental organizations -- chairing several task forces.

Tim and his wife, Deena, raised their three children in south Minneapolis. They have 8 grandchildren. They now live on Shallow Lake during the summer and fall, and spend their winters in Prescott, AZ.

### **Davin Tinquist**



Davin, an Itasca County Commissioner since 2011, joined the Board in 2011. Davin is a resident of Cohasset where he was born and raised. He has been married 31 years and has two children and two grandchildren. He is an active outdoor enthusiast concerned with preserving our natural resources for our future generations.

Davin is co-owner of Cohasset Mill and Lumber since 1998. He is also a member of Cohasset Fire Department for the past 24 years, currently starting his 10th year as Fire Chief. As a County Commissioner, he sits on many committees and boards, one of which is the Mississippi Headwaters Board. These positions all contribute to a broader understanding of the needs of Itasca County. There is a delicate balance between preservation and future growth, and it is important our leaders gain experience and understand what can be at times opposing viewpoints.

### **Brian Whittemore**



Brian is the IWLP Public Relations Committee Chair. He is retired after a 40-year career in broadcasting as an executive, news anchor, and reporter. He was a Vice President/General Manager with CBS Radio and retired as General Manager of WCCO Radio in Minneapolis. Brian has been on national boards of the Radio and Television News Director Association and the consumer group Call for Action. He has served on the Minneapolis Downtown Council, the Twin Cities Communication Counsel, and the Prior Lake, MN, Chamber of Commerce Board of Directors. He is a volunteer/member at KAXE/KBXE Radio and produced the documentary series “Teachings from Turtle Island, Stories of Anishanaabe People”. He also served as a volunteer at The Raptor

Center in St. Paul.

## **EMERITUS BOARD MEMBER**

### **Harold E. Dziuk**



As a young kid, Harold first learned to appreciate the wonders of nature on a small dairy farm in Benton County, MN. He left the farm to embark on undergraduate and graduate studies in Veterinary Medicine and a career in teaching and research. His graduate studies were delayed for two years while he was on active duty in the U.S. Army Veterinary Corps at the Biological Warfare Laboratories, Fort Detrick, Maryland.

His employment included a wide range of public and private venues, including the Tuskegee, Minnesota and Iowa State universities, General Electric, and the Minnesota Public Utilities Commission.

His primary role in IWLP over 8 years of service on the Executive Committee was to seek grants to support IWLP's many initiatives.

## **2019 TECHNICAL ADVISORY BOARD**

### **Andy Arens, District Manager, Itasca County Soil and Water Conservation District**



Andy Arens graduated in 2001 with a Forest Management Bachelor of Science degree from the University of Wisconsin-Stevens Point. Andy has been with the Itasca County SWCD since 2003, as Forestry and Shoreland Specialist initially, and District Manager and Water Plan Coordinator since October 2015.

**Eric Raitanen, Fisheries Biologist, Chippewa National Forest**

**Dan Steward, Minnesota Board of Water and Soil Resources**

**Dan Swenson, Environmental Services Administrator, Itasca County Environmental Services**

## Using Google Calendar

There is general interest in having a calendar to record and edit events and attach documents in advance of meetings. While not ideal, I suggest we use a Google calendar that I can set up and maintain through my personal Google account. It seems that to set up a calendar through the Itasca Waters Google account would require Board members to have an additional, Itasca Waters, email address. If Board members are OK with more email addresses, then we can set up under Itasca Waters. And you don't have to use the calendar. However, I think you may need to have a Google account—not sure.

Google Calendar is an app accessed from the Google Chrome browser. You will need to access your Google Calendar to connect with the IWLP calendar--once you are invited and you click the link in the invitation, the IWLP calendar should appear as an option in your calendar.

I will invite each of you in the next few days.

Next, knowing it is easier to use Google calendar if it is easy to access, here are some ideas for more direct access to the calendar. Keep in mind that I developed these using a laptop Windows computer. My goal was to access the calendar via a link on a desktop or taskbar. Or the Google Calendar app on a smartphone I am not sure about Apple products. And I am not sure about using browsers other than Google Chrome for steps on a laptop. Try one of these options:

(1) Pin as a tab to Chrome browser: Open the Chrome browser, then Google apps from the set of nine of dots (Google apps) on the right next to your photo/image. Then open the Calendar app. Once Calendar has opened a tab, right-click on the tab and select the Pin option. Calendar becomes a tab that will always open when you open the Chrome Browser.

(2) Create a bookmark: Open the Chrome Browser, open the Calendar app. Once a tab is open, drag the tab address (not the tab) to the bookmarks bar just below the address line. You can move it around.

(3) Create a computer desktop link: Open the Chrome Browser, then open the Google apps and right-click on the Calendar app. Select "Save link as" and save it to the computer's desktop. There will appear an icon with a big G that you can click to go directly to the calendar.

(4) Create a Taskbar link: Create the desktop link, right-click and select "Pin to taskbar" which is the row of icons at the bottom of the screen. The Taskbar lets you jump directly to various programs, not just Google related.

(5) Create a Start link: Create the desktop link, right-click and select "Pin to Start" which in most versions of Windows, pops up when you click the lower left Windows icon from your home screen.

(6) Link to your Google Calendar: when you receive the invitation, you should have the option to link. Actually, it may do so automatically. It will be under Other Calendars. You can turn it on and off.