

Itasca Waters Board Meeting Minutes

May 10, 2021 4:30 pm online via Zoom

Attendance (quorum 7 of voting Board): Present (P), Absent (A), Excused(E). Non-voting Technical Advisory Board (TAB)

Sandy Anderson	P	John Downing	P	Jan Sandberg	P	Andy Arens (TAB)	
Jan Best	P	Bill Grantges	P	Davin Tinquist	A	Benjamin Benoit (TAB)	
Megan Christianson	E	Pat Leistikow	P	Brian Whittemore	P	Eric Raitanen (TAB)	
Kathy Cone	A	David Lick	P			Dan Swenson (TAB)	
Jesse Davis	P	Shirley Loegering	P				

Guests: Ed Zabinski and Laura Connelly from UnTapped (Bush grants & planning work)

Paula Rajala, Itasca Waters coordinator

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
Call to order	Meeting called to order by Jesse Davis at about 4:30 pm	
1.a Agenda	The agenda was circulated in advance of the meeting. <i>Motion to approve the agenda as amended. (Pat Leistikow, Jan Best)</i> M/S/U	
2. Financial Report A#2.1, A#2.2, A#2.3, A#2.4, A#2.5	Pat reminded members to always check the funds remaining in each bucket and specific items. For example, in A#2.4, in the Blandin Shoreland grant there is \$11,000 left in contracted services, \$4800 in supplies. Similarly, there is \$3300 in postage for Bush. We should be thinking up more ways to spend these funds—Shoreland could give away plants, t-shirts, and other things. Dave said that there will be some bills coming in for Shoreland, but also more revenue. <i>Motion to approve the Treasurer's report.(Dave Lick, Shirley Loegering)</i> M/S/U	<ul style="list-style-type: none"> • Board—review available balances and suggest possible activities/expenditures to the appropriate committee.
3. Unfinished Business		
3.a Strategic Planning Project Report A#3.a	Jan S volunteered to work with Jesse on Strategy 2 and Shirley on Strategy 4—organize Adult Summit. Sandy will help Megan with social media and Jesse and John with scientific stuff. See updated document. <i>Motion to formally approve the strategic planning report. (Dave Lick, Brian Whittemore) M/S/U</i>	<ul style="list-style-type: none"> • Ed Z will pull together a quarterly checklist to monitor progress
3.b Clean Water Initiative Update	Reviewed comments about actions from the March meeting, realizing that we did not follow up. Laura will contact John Davis about IW's interest. Bill G – he and John are having their monthly Zoom meeting tomorrow morning, and Laura and Paula can join—he will send a link. Bill noted that while some of this could fit into the new Bush grant application, some things are ready to go now.	<ul style="list-style-type: none"> • Laura will jump in to the Grantges/Davis meeting May 11 at 9:30 am • Jesse--Ask Paula to join with Laura
4. New Business		
4.a Bush Grant application A#4.a	Dave said that Bill Grantges is also interested in working on activities proposed in the Bush grant application, increasing cooperation among multiple organizations. Discussion about the Water Summit concept and possible various formats as it seems that only those who are interested in these issues show up. What about mini summits? Or other way to go out to them—IW van? Jan B and Dave have some ideas.	<ul style="list-style-type: none"> • Board – send ideas for Water Summit to Shirley L

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
	<p><i>Motion to approve the Bush grant application (Jan Sandberg, Dave Lick) M/S/U</i></p> <p>Dave noted that we will need people to take leadership with new grant—wait until we see what is funded. Jesse will help with this.</p>	
4.a (added) Current Bush Grant	<p>Laura noted that there is a little money left for their time. Some may go to working with John Davis, but perhaps also materials that Paula could use. Ed has been speaking with City folks and he recommends allocating up to \$300 for signs at put ins at the four City lakes with landings. Suggestion to better distinguish the colors and get a proof from Minuteman Press before finalizing. No logos as the design could be used in other communities.</p> <p><i>Motion to approve \$300 for general signs as discussed. (Dave Lick, Pat Leistikow) M/S/U</i></p> <p>Final report for the current grant is due to Bush this month, and Laura will be working with Pat. They are no longer doing extensions, but the money is still there.</p>	<ul style="list-style-type: none"> • Board & Paula—consider materials that Paula might use • Pat L--follow up with Laura about availability of funds after the grant ends.
4.b Determine Whether to Continue Zoom Meetings for July	<p>Several would like to continue with Zoom, feels it is too early to rush back. Consensus to continue with Zoom for July. Possibly in July, discuss the possibility of a hybrid meeting. Check when Blandin and other entities about room options, including ISD#318.</p>	<ul style="list-style-type: none"> • Board--Continue discussion in July
4.c Position for Board of Water and Soil Resources on Technical Advisory Board	<p>Dan Steward has retired and there is an opening for a BWSR representative.</p>	<ul style="list-style-type: none"> • Jesse-- ask Chad Sievert, BWSR, if he is interested in the TAB position
4.d Blandin Grant report status, post survey	<p>Jesse noted that Sonja has said we could be flexible. Pat's financial report was not submitted last month. We should follow up with Sonja and ask about the post survey.</p>	<ul style="list-style-type: none"> • Pat and Jesse--work on plan for a Blandin report. • Jesse--ask Sonja if we need to do the post survey
5. Consent Agenda	<i>Motion to approve the entire consent agenda. () M/S/U</i>	
5.a March 8, 2021 Board Minutes A#5.a	<p>Circulated after the March meeting Review items needing follow up from March meeting</p> <ul style="list-style-type: none"> • Meet with Rudy (Bush Foundation) early next week. • Suggest (Marketing Committee and others) deliverables from UnTapped. • Clarify when to send an Advisor: if requestor is on a lake that has an LA and is or is not a member of that LA; or is on a lake without LA • UnTapped to determine how they could assist the Clean Water Initiative project. • Secretary and Treasurer will prepare Around the Horn report to submit to Bill Grantges describing the activities that have happened since the last ICOLA meeting <p>We need a system to follow up and resolve action items from each Board meeting. Discussion about whether this should be a coordinator responsibility. Some felt that notices should only go to those who committed to some action.</p>	<ul style="list-style-type: none"> • Jesse--contact Paula that she should attend all Board meetings • Jan S—for July, follow up on action items.
5.b Ratify Past Actions of the Executive Committee A#5.b	<p>Email vote to approve fishing line container project organized by the Membership Committee.</p> <p><i>Motion to accept the consent agenda including ratification of past actions of the Executive Committee. (Pat Leistikow, Dave Lick) M/S/U</i></p>	

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
6. Reports		
6.a President's Report		
6.b Coordinator/Office Report A#6b	Discussion about involving Paula with demo sites. Computer—resolved with Paul Bunyan repair. Printer is also working well.	<ul style="list-style-type: none"> • Jan S and Shirley-- work with Paula on reorganizing Google Drive. • Dave L—figure out how to involve Paul with the demo sites
6.c Exec/Governance Committee		
6.d Finance		
6.e Grants		
6.f Marketing	<p>Jan B reported that the quiz from our bulletin (sent to MLR then back to us) generated about 12 people, some perfect scores, most at least 500. Two were already IW members. They are working on plan for those who responded—send guide, future mailings, ?. Sandy asked if we could put the quiz on our web site—we get would get the participant's email address and physical address and could follow up.</p> <p>Dave is busy with lake associations and GPLA and Wabana may do the quiz. Bill said that ICOLA is not involved but he may be able to distribute it. Jesse has also been speaking with Patty about ICOLA.</p> <p>For ICOLA Around the Horn: Get Bill something for next ICOLA meeting—</p> <p>Jan B said that Karen Terry is interested in presenting to meetings for a fee, pitch to Patty.</p> <p>We need a marketing.</p> <p>Pat reminded everyone that shoreland marketing activities should come from Blandin.</p>	<ul style="list-style-type: none"> • Pat will speak with Laura about Bush grant. • Board--Send Sandy anything event oriented for our website. • Jan S—by June 6, article for ICOLA about the Bush grant, First Friday success, AIS pay attention, FFA plants, river planting local people involved, fishing line container, bulletins • Jesse—set up Marketing meeting to discuss chair issue.
6.g Membership & Fundraising A#6.g	<p>First Friday was a big success, many families, and children.</p> <p>One person (coordinator?) is interested in our Tall Timber Days participation. If we do participate, we would need an activity or something to draw people in. Jesse—future option could be Water Bar especially for kids but not this year.</p> <p>Anything visual for the parade?—another event that needs someone to take charge.</p>	<ul style="list-style-type: none"> • Shirley will send a short report on the First Friday event. • ?-- Ask Paula if she has ideas before we say no to Tall Timber Days • ?—Could we participate in the parade?
6.h Personnel		
6.i Planning		
6.j Shoreland Advisors		
6.k Vision/New Projects		
6.l Youth Water Summit		
7. Other		
Adjournment	<i>Hearing no objection, Jesse adjourned the meeting at 6:15 pm</i>	

Upcoming Events

2021 Board Meetings:

July 12, 2021 at 4:30 pm via Zoom
September 13, 2021 at 4:30 pm via Zoom
November 8, 2021 at 4:30 pm via Zoom
January 10, 2021 at 4:30 pm via Zoom

Executive Committee meetings are held as needed and communicated in advance to the Board and Technical Advisory Board.

Follow-up Needed--Who/When

?-- Ask Paula if she has ideas before we say no to Tall Timber Days

?—Could we participate in the parade?

Board – send ideas for Water Summit to Shirley L

Board & Paula—consider materials that Paula might use

Board--Continue discussion in July

Board—review available balances and suggest possible activities/expenditures to the appropriate committee.

Board--Send Sandy anything event oriented for our website.

Dave L—figure out how to involve Paul with the demo sites

Ed Z--pull together a quarterly checklist to monitor progress

Jan S and Shirley-- work with Paula on reorganizing Google Drive.

Jan S—for July, follow up on action items.

Jan S—by June 6, article for ICOLA about the Bush grant, First Friday success, AIS pay attention, FFA plants, river planting local people involved, fishing line container, bulletins

Jesse-- ask Chad Sievert, BWSR, if he is interested in the TAB position

Jesse--ask Paula to join with Laura

Jesse--ask Sonja if we need to do the post survey

Jesse--contact Paula that she should attend all Board meetings

Jesse—set up Marketing meeting to discuss chair issue.

Laura--jump in to the Grantges/Davis meeting May 11 at 9:30 am

Pat and Jesse--work on plan for a Blandin report.

Pat L--follow up with Laura about availability of funds after the grant ends.

Pat--speak with Laura about Bush grant.

Shirley--send a short report on the First Friday event.

A#2-1

Itasca Water Legacy Partnership												
Detail Fiscal Year 2021												
April 30, 2021												
				IWLP	Membershp	IWLP	Bush	Bush	Blandin	Blandin/S	Shoreland	Blandin
				Operating	Fundraising	Memorial	Foundation	Board Dev	Shoreland	Marketing	Advisors	IWLP
Beginning Balances 01/01/2021				60,182.30		2,183.75	50,970.16		64,882.48		12,888.36	191,107.05
Check #	Date	Name	Amount									
												-
ACH	1/4/2021	Donor snap fees	20.74		20.74							20.74
ACH	1/5/2021	FirstFund	1.00		1.00							1.00
2471	1/7/2021	AT&T	95.90	95.90								95.90
2472	1/7/2021	Paul Bunyan	95.14					95.14				95.14
2473	1/26/2021	Stokes	38.21								38.21	38.21
2474	1/28/2021	Minuteman Press	1,041.41				1,041.41					1,041.41
2475	1/28/2021	ICTV	250.00	250.00								250.00
2476	1/29/2021	UnTapped	3,753.00				3,753.00					3,753.00
2477	1/29/2021	CentralSquareMall	337.06						337.06			337.06
2478	1/29/2021	USPS	240.00	55.00	185.00							240.00
2479	2/1/2021	Card Service Center	16.02					16.02				16.02
2480	2/1/2021	Paul Bunyan	95.14					95.14				95.14
2481	2/1/2021	AT&T	96.00	96.00								96.00
	2/2/2021	Donor snap fees	26.01		26.01							26.01
2482	2/9/2021	KirkGilbertson CPA	314.40	314.40								314.40
2483	2/17/2021	Chamber Void	-	-								-
2484	2/24/2021	Old Republic MN ARP	292.00	292.00								292.00
2485	2/28/2021	CentralSquareMall	374.75						374.75			374.75
2486	2/28/2021	UnTapped	3,825.00				3,825.00					3,825.00
	3/2/2021	FirstFund	1.00		1.00							1.00
	3/2/2021	Donor snap fees	16.61		16.61							16.61
2487	3/2/2021	Paul Bunyan	95.14	95.14								95.14
2488	3/9/2021	AT&T	96.00	96.00								96.00
2489	3/14/2021	Itasca SWCD	500.00	500.00								500.00
2490	3/15/2021	Paula Rajala	164.44						164.44			164.44
	3/15/2021	Withholding	13.62						13.62			13.62
2491	3/31/2021	Paula Rajala	738.58						738.58			738.58
	3/31/2021	Withholding	94.75						94.75			94.75
2492	3/31/2021	CentralSquareMall	374.75						374.75			374.75
2493	3/31/2021	Paul Bunyan	95.21	95.21								95.21
2494	3/31/2021	UnTapped	2,057.50				2,057.50					2,057.50
2495	3/31/2021	UnTapped	1,800.00					1,800.00				1,800.00
2496	3/31/2021	CardServiceC Zoom	32.04					32.04				32.04
	4/2/2021	Donor snap fees	15.00		15.00							15.00
	4/2/2021	Fast Fund	1.00		1.00							1.00
2497	4/5/2021	AT&T	96.00	96.00								96.00
2498	4/5/2021	Terry Barth	300.00	300.00								300.00
2499	4/15/2021	Paula Rajala	738.58						738.58			738.58
	4/15/2021	Withholding	94.75						94.75			94.75
2500	4/30/2021	Paula Rajala	738.58						738.58			738.58
	4/30/2021	Withholding	94.75						94.75			94.75

Itasca Water Legacy Partnership												Youth	
Detail Fiscal Year 2021												Summit	
		April 30, 2021		IWLP	Membership	IWLP	Bush	Bush	Blandin	Blandin/S	Shoreland	Blandin	
				Operating	Fundraising	Memorial	Foundation	Board Dev	Shoreland	Marketing	Advisors	IWLP	
2501	4/30/2021	CentralSquareMall	374.75						374.75			374.75	
2502	4/30/2021	CardServiceC Zoom	136.60									-	
		Zoom						16.02				16.02	
		Stokes			10.58							10.58	
		USPS			110.00							110.00	
2503	4/30/2021	Parry Loegering	422.21				422.21					422.21	
2504	4/30/2021	Minuteman	97.79				97.79					97.79	
2505	4/30/2021	MnLakes&Rivers	200.00	200.00								200.00	
2506	4/30/2021	AT&T	96.04	96.04								96.04	
2507	4/30/2021	PaulBunyan	95.21	95.21								95.21	
2508	4/30/2021	UnTapped	2,775.00				975.00	1,800.00				2,775.00	
	4/30/2021	Payroll Taxes	77.37						77.37			77.37	
Total Expenditures			23,345.05	2,676.90	386.94	-	12,171.91	3,854.36	4,216.73	-	38.21	-	23,345.05
Receipts													
													-
	1/4/2021	Online DonorSnap	30.00	30.00									30.00
	1/8/2021	Memberships	180.00	180.00									180.00
	1/13/2021	Online DonorSnap	100.00	100.00									100.00
	1/15/2021	Memberships	50.00	50.00									50.00
	1/15/2021	Online DonorSnap	100.00	100.00									100.00
	1/19/2021	Memberships	130.00	130.00									130.00
	1/19/2021	Western National	5.00	5.00									5.00
	1/21/2021	Blandin Matching	600.00	600.00									600.00
	1/27/2021	Memberships	30.00	30.00									30.00
	1/29/2021	Memberships	30.00	30.00									30.00
	1/31/2021	Interest	7.44	7.44									7.44
	2/1/2021	Online DonorSnap	100.00	100.00									100.00
	2/4/2021	Wabana Lake Assoc	100.00	100.00									100.00
	2/8/2021	Online DonorSnap	30.00	30.00									30.00
	2/9/2021	Memberships	25.00	25.00									25.00
	2/11/2021	Online DonorSnap	50.00	50.00									50.00
	2/28/2021	Interest	6.39	6.39									6.39
	3/18/2021	Online DonorSnap	100.00	100.00									100.00
	3/31/2021	Memberships	30.00	30.00									30.00
	3/31/2021	Interest	6.24	6.24									6.24
	4/30/2021	Memberships	60.00	60.00									60.00
	4/30/2021	Interest	5.43	5.43									5.43
													-
Total Receipts			1,775.50	1,775.50	-	-	-	-	-	-	-	-	1,775.50
Current Balance			169,537.50	59,280.90	(386.94)	2,183.75	38,798.25	(3,854.36)	60,665.75	-	(38.21)	12,888.36	169,537.50

Itasca Water Legacy Partnership
Balance Sheet by Class
As of April 30, 2021

	<u>Bush Foundation</u>	<u>Gen-Water Legacy</u>	<u>Memorials</u>	<u>Shoreland</u>	<u>Water Legacy</u>
Water Econon					
ASSETS					
Current Assets					
Checking/Savings					
1010 · Cash in Bank	-55,056.11	22,666.31	3,583.12	45,817.04	-12,467.63
1070 · Savings & short-term investment	90,000.00	34,828.28	0.00	15,000.00	25,355.99
Total Checking/Savings	<u>34,943.89</u>	<u>57,494.59</u>	<u>3,583.12</u>	<u>60,817.04</u>	<u>12,888.36</u>
Total Current Assets	<u>34,943.89</u>	<u>57,494.59</u>	<u>3,583.12</u>	<u>60,817.04</u>	<u>12,888.36</u>
TOTAL ASSETS	<u><u>34,943.89</u></u>	<u><u>57,494.59</u></u>	<u><u>3,583.12</u></u>	<u><u>60,817.04</u></u>	<u><u>12,888.36</u></u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
2110 · Mn Withholding	0.00	0.00	0.00	10.00	0.00
Total Accounts Payable	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10.00</u>	<u>0.00</u>
Other Current Liabilities					
2120 · Payroll Withholding	0.00	0.00	0.00	179.50	0.00
Total Other Current Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>179.50</u>	<u>0.00</u>
Total Current Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>189.50</u>	<u>0.00</u>
Total Liabilities	0.00	0.00	0.00	189.50	0.00
Equity					
3100 · Contributed Capital	0.00	27,049.80	0.00	0.00	0.00
32000 · Net Assets (Close)	50,970.16	31,733.13	3,583.12	64,882.48	12,888.36
Net Income	-16,026.27	-1,288.34	0.00	-4,254.94	0.00
Total Equity	<u>34,943.89</u>	<u>57,494.59</u>	<u>3,583.12</u>	<u>60,627.54</u>	<u>12,888.36</u>
TOTAL LIABILITIES & EQUITY	<u><u>34,943.89</u></u>	<u><u>57,494.59</u></u>	<u><u>3,583.12</u></u>	<u><u>60,817.04</u></u>	<u><u>12,888.36</u></u>

Itasca Water Legacy Partnership Balance Sheet by Class

As of April 30, 2021

	Economic Study	TOTAL
ASSETS		
Current Assets		
Checking/Savings		
1010 · Cash in Bank	-12,467.63	4,542.73
1070 · Savings & short-term investment	25,355.99	165,184.27
Total Checking/Savings	12,888.36	169,727.00
Total Current Assets	12,888.36	169,727.00
TOTAL ASSETS	12,888.36	169,727.00
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2110 · Mn Withholding	0.00	10.00
Total Accounts Payable	0.00	10.00
Other Current Liabilities		
2120 · Payroll Withholding	0.00	179.50
Total Other Current Liabilities	0.00	179.50
Total Current Liabilities	0.00	189.50
Total Liabilities	0.00	189.50
Equity		
3100 · Contributed Capital	0.00	27,049.80
32000 · Net Assets (Close)	12,888.36	164,057.25
Net Income	0.00	-21,569.55
Total Equity	12,888.36	169,537.50
TOTAL LIABILITIES & EQUITY	12,888.36	169,727.00

Itasca Water Legacy Partnership Profit & Loss by Class

	January through April 2021			
	Bush Foundation	Gen-Water Legacy	Shoreland	TOTAL
Ordinary Income/Expense				
Income				
4240 · Donations	0.00	600.00	0.00	600.00
5100 · Memberships	0.00	1,145.00	0.00	1,145.00
5310 · Interest Earned	0.00	25.50	0.00	25.50
Total Income	0.00	1,770.50	0.00	1,770.50
Gross Profit	0.00	1,770.50	0.00	1,770.50
Expense				
7020 · Contract Services	450.00	0.00	0.00	450.00
7021 · Consultant	10,160.50	0.00	0.00	10,160.50
7050 · Mailing and Postage Costs	0.00	185.00	0.00	185.00
7060 · Program Supplies	1,561.41	0.00	38.21	1,599.62
7200 · Salaries and Wages				
7250 · Payroll Taxes	0.00	0.00	77.37	77.37
7200 · Salaries and Wages - Other	0.00	0.00	2,678.05	2,678.05
Total 7200 · Salaries and Wages	0.00	0.00	2,755.42	2,755.42
7515 · Membership Drive	0.00	16.00	0.00	16.00
7520 · Accounting Fees	0.00	314.40	0.00	314.40
7535 · Dues and membership fees	0.00	1,015.36	0.00	1,015.36
7545 · Supplies	0.00	10.58	0.00	10.58
7548 · Telephone	0.00	575.15	0.00	575.15
7550 · Office Supplies				
7551 · Postage	0.00	165.00	0.00	165.00
Total 7550 · Office Supplies	0.00	165.00	0.00	165.00
7565 · Office Rental Space	0.00	0.00	1,461.31	1,461.31
7580 · Website	0.00	490.35	0.00	490.35
7712 · Board development	3,854.36	0.00	0.00	3,854.36
8520 · Insurance	0.00	287.00	0.00	287.00
Total Expense	16,026.27	3,058.84	4,254.94	23,340.05
Net Ordinary Income	-16,026.27	-1,288.34	-4,254.94	-21,569.55
Net Income	-16,026.27	-1,288.34	-4,254.94	-21,569.55

Itasca Waters A#2-3										
April Summary	2021									
Fiscal Year ending 12/31/2020									Youth Education	
May 4, 2021						Blandin			Summit	
	IWLP	Membership			Bush	Shoreland	Shoreland	Shoreland	Blandin	
	Operating	FundraiDrive	Personnel	Memorials	Foundation	Project	Marketing	Advisors	IWLP Operating	Total
Revenue										
Beginning Balance 01/01/2021	60,182.30	-		2,183.75	50,970.16	64,882.48		-	12,888.36	191,107.05
Memberships and Donations	1,745.00									1,745.00
Bush Grant										-
Blandin Grants										-
Miscellaneous grants										-
Minnesota Hummanities Grant										-
Memorials										-
Interest and Dividends	25.50									25.50
Gain(loss) on sale										-
Administrative fee										-
Miscellaneous										-
Subtotal Revenue FY 2021	1,770.50	-		-	-	-	-	-	-	1,770.50
Available Cash Revenue FY 2021	\$ 61,952.80	\$ -		\$ 2,183.75	\$ 50,970.16	\$ 64,882.48	\$ -	\$ -	\$ 12,888.36	\$ 192,877.55
Expenditures										
Contracted Services					450.00					450.00
Consultant					10,160.50					10,160.50
Salaries and Wages						2,678.05				2,678.05
Employer paid benefits						77.37				77.37
Board Development					3,854.36					3,854.36
Telephone	575.15									575.15
Accounting Fees	314.40									314.40
Dues and Memberships	950.00									950.00
Event Expense										-
Grant Administration Fee										-
Insurance	287.00									287.00
Interest and fees										-
Postage	55.00	295.00								350.00
Education										-
Program Supplies		10.58			1,561.41			38.21		1,610.20
Office Supplies										-
Promotion										-
DonorSnap fees		81.36								81.36
Rental and Storage						1,461.31				1,461.31
Printing										-
Website	490.35									490.35
Subtotal Expenditures FY 2021	\$ 2,671.90	\$ 386.94		\$ -	\$ 16,026.27	\$ 4,216.73	\$ -	\$ 38.21	\$ -	\$ 23,340.05
Budget	8,240.00	2,500.00	1,000.00	-	50,971.00	49,882.00	5,000.00	10,000.00	6,000.00	
Ending Cash balance 04/30/2021	\$ 59,280.90	\$ (386.94)		\$ 2,183.75	\$ 34,943.89	\$ 60,665.75	\$ -	\$ (38.21)	\$ 12,888.36	\$ 169,537.50
Checking										4,542.73
Payroll timing differences										(189.50)
Savings										165,184.27
Edward Jones										-
Total Cash Balance 04/30/2021										\$ 169,537.50
Cash Balance by Fund		61,077.71			34,943.89	60,627.54			12,888.36	169,537.50

A#2-4

Itasca Waters	5/4/2021											
2021 April Budget Summary												
Fiscal Year Ending 12-31-2021												
	Itasca Waters			Blandin Foundation - Old			Blandin Foundation			Bush Foundation		
	Operating						Shoreland					
	Total Budget	Total YTD	Balance	Total Budget	Total YTD	Balance	Total Budget	Total YTD	Balance	Total Budget	Total YTD	Balance
Revenues												
Memberships and Donations	9,000.00	1,745.00	7,255.00							-	-	-
Misc Grants	1,000.00		1,000.00							-	-	-
Private Grants	-		-						-	-	-	-
Memorials	-		-							-	-	-
Edward Jones stock donation	-		-							-	-	-
Edward Jones Sale	-		-							-	-	-
Interest and Dividends	200.00	25.50	174.50							-	-	-
Administrative fee	2,000.00		2,000.00							-	-	-
Miscellaneous	-	-	-							-	-	-
Total Revenue	12,200.00	1,770.50	10,429.50	-	-	-	-	-	-	-	-	-
Expenditures												
Contracted Services	500.00		500.00	700.00		700.00	11,195.00		11,195.00	11,690.00	450.00	11,240.00
Consultant										14,943.00	10,160.50	4,782.50
Board Development										4,939.00	3,854.36	1,084.64
Salaries and Wages	-		-	-		-	32,297.00	2,678.05	29,618.95	-		-
Employer paid benefits	40.00		40.00	-		-	3,548.00	77.37	3,470.63	-		-
Telephone	1,300.00	575.15	724.85	-		-	-		-	-		-
Accounting Fees	2,300.00	314.40	1,985.60	-		-	-		-	-		-
Membership and Fees	1,970.00	1,031.36	938.64	-		-	-		-	-		-
Grant Administration Fee	-		-	-		-	4,500.00		4,500.00	-		-
Insurance	1,800.00	287.00	1,513.00	-		-	-		-	-		-
Interest and fees	25.00		25.00	-		-	-		-	-		-
Coordinator Mileage and Travel	-		-	-		-	1,836.00		1,836.00	540.00		540.00
Postage	950.00	350.00	600.00	-		-	-		-	3,280.00		3,280.00
Program Supplies	1,055.00	10.58	1,044.42	3,800.00		3,800.00	4,800.00	38.21	4,761.79	10,676.00	1,561.41	9,114.59
Promotion	500.00		500.00	500.00		500.00	-		-	-		-
Rental and Storage	-		-	500.00		500.00	3,668.00	1,461.31	2,206.69	4,903.00		4,903.00
Repair and Maintenance	-		-	-		-	-		-	-		-
Office Supplies	700.00		700.00	-		-	-		-	-		-
Printing	-		-	500.00		500.00	3,038.00		3,038.00	-		-
Website	600.00	490.35	109.65	-		-	-		-	-		-
Total Expenditures	11,740.00	3,058.84	8,681.16	6,000.00	-	6,000.00	64,882.00	4,254.94	60,627.06	50,971.00	16,026.27	34,944.73
Budget Balance												
Revenues over(under) Expenditures	460.00	(1,288.34)										
Cash balance 04/30/2021			61,077.71			12,888.36			60,627.54			34,943.89

1:19 PM

05/01/21

Itasca Water Legacy Partnership

Reconciliation Summary

1070 · Savings & short-term investment, Period Ending 04/30/2021

	<u>Apr 30, 21</u>
Beginning Balance	165,178.84
Cleared Transactions	
Deposits and Credits - 1 item	<u>5.43</u>
Total Cleared Transactions	<u>5.43</u>
Cleared Balance	<u>165,184.27</u>
Register Balance as of 04/30/2021	165,184.27
Ending Balance	165,184.27

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05/01/21

Itasca Water Legacy Partnership
Reconciliation Summary
1010 · Cash in Bank, Period Ending 04/30/2021

	<u>Apr 30, 21</u>
Beginning Balance	15,823.31
Cleared Transactions	
Checks and Payments - 13 items	-6,434.40
Deposits and Credits - 2 items	90.00
Total Cleared Transactions	<u>-6,344.40</u>
Cleared Balance	<u>9,478.91</u>
Uncleared Transactions	
Checks and Payments - 9 items	-4,936.18
Total Uncleared Transactions	<u>-4,936.18</u>
Register Balance as of 04/30/2021	<u>4,542.73</u>
Ending Balance	4,542.73

Itasca Water Legacy Partnership
Reconciliation Detail
1010 · Cash in Bank, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						15,823.31
Cleared Transactions						
Checks and Payments - 13 items						
Check	03/31/2021	2494	unTapped	X	-2,057.50	-2,057.50
Check	03/31/2021	2495	unTapped	X	-1,800.00	-3,857.50
Check	03/31/2021	2491	Paula Rajala	X	-738.58	-4,596.08
Check	03/31/2021	2492	Central Square Mall	X	-374.75	-4,970.83
Check	03/31/2021	2493	Paul Bunyan Comm	X	-95.21	-5,066.04
Check	03/31/2021	2496	Card Service Center	X	-32.04	-5,098.08
Check	04/01/2021	ach	Bankcard	X	-15.00	-5,113.08
Check	04/01/2021	ach	FirstFund	X	-1.00	-5,114.08
Check	04/05/2021	2498	Terry Barth Design	X	-300.00	-5,414.08
Check	04/05/2021	2497	A T & T	X	-96.00	-5,510.08
Check	04/15/2021	2499	Paula Rajala	X	-738.58	-6,248.66
Check	04/15/2021	ach	US Treasury	X	-175.74	-6,424.40
Check	04/15/2021	ach	Minnesota Revenue	X	-10.00	-6,434.40
Total Checks and Payments					-6,434.40	-6,434.40
Deposits and Credits - 2 items						
Deposit	03/31/2021			X	30.00	30.00
Deposit	04/30/2021			X	60.00	90.00
Total Deposits and Credits					90.00	90.00
Total Cleared Transactions					-6,344.40	-6,344.40
Cleared Balance					-6,344.40	9,478.91
Uncleared Transactions						
Checks and Payments - 9 items						
Check	04/30/2021	2508	unTapped		-2,775.00	-2,775.00
Check	04/30/2021	2500	Paula Rajala		-738.58	-3,513.58
Check	04/30/2021	2503	Perry Loegering		-422.21	-3,935.79
Check	04/30/2021	2501	Central Square Mall		-374.75	-4,310.54
Check	04/30/2021	2505	Minnesota Lakes & ...		-200.00	-4,510.54
Check	04/30/2021	2502	Card Service Center		-136.60	-4,647.14
Check	04/30/2021	2504	Minuteman Press		-97.79	-4,744.93
Check	04/30/2021	2506	A T & T		-96.04	-4,840.97
Check	04/30/2021	2507	Paul Bunyan Comm		-95.21	-4,936.18
Total Checks and Payments					-4,936.18	-4,936.18
Total Uncleared Transactions					-4,936.18	-4,936.18
Register Balance as of 04/30/2021					-11,280.58	4,542.73
Ending Balance					-11,280.58	4,542.73

ITASCA WATERS STRATEGIC FRAMEWORK PLAN 2021-24

Prepared by Laura Connelly and Ed Zabinski
UNTAPPED, LLC Grand Rapids, MN 55744

Itasca Waters mission: *To team up with other organizations and concerned citizens to maintain abundant, clean water for our continued health, enjoyment and a strong economy.*

Note: The 2011 application filing for 501(c)3 status states the mission is: "To work collaboratively on water issues and mobilize on-the-ground actions that encourage diverse sustainable use, protection, recovery and enjoyment of the Itasca County's world-class water and shoreland resources that are critical to a strong economy."

Itasca Waters exists: To educate the public about the economic, social, and environmental value of our clean water. To proactively work to preserve our water resources by educating the public about actions they can take to protect, preserve, maintain and conserve our clean water.

Beneficiaries of the work done by Itasca Waters: Everyone who lives and works in, and visits, Itasca County.

Itasca Waters services/programs: Water quality education and advocacy.

Itasca Waters theory of change:



Inputs:
Knowledgeable
volunteers.
Educational
materials.
Shoreland
Advisors.



Outputs: The public is
more aware of the
economic, social, and
environmental value of
our clean water and
what actions they can
take to help preserve it.



Outcome: More
people take action
and make
behavior changes
needed to
preserve our
water resources.



Impact: Our
water resources
are preserved
in perpetuity.

Itasca Waters believes that when a group of committed, knowledgeable volunteers creates and disseminates educational materials, the public will become more aware of the economic, social, and environmental value of Itasca County's water resources, as well as actions they can take to help maintain the clean water. As a result of the education and advocacy efforts, more people will take action and change their behavior in ways that preserve the water resources. If all people are informed of the value of Itasca County's water resources and the actions and behavior changes needed to protect the water quality, Itasca County's water resources will be preserved in perpetuity.

Partners of Itasca Waters: The board of directors identified the following list of organizations, agencies, and businesses as key stakeholders to fulfilling Itasca Waters mission.

Funders & Human Capital

Blandin Foundation
Bush Foundation
Donors
Volunteers

Water Quality/ Environmental Groups

Soil and Water Conservation District (SWCD)
Itasca County Lake Associations (ICOLA)
Department of Natural Resources (DNR)
Minnesota Lakes and Rivers (MLR)
Minnesota Pollution and Control Agency (MPCA)
Minnesota Board of Water & Soil Resources (BWSR)

Nonprofits & General Public Entities

Visit Grand Rapids (VGR)
Like-minded nonprofits
Itasca County school districts
Fishing community (guides, people who fish)

Economic Development & Businesses

Grand Rapids Chamber of Chamber
Itasca County Business Community
Itasca Economic Development Corporation (IEDC)
Grand Rapids Economic Development Authority (GREDA)
Northern Minnesota Builders Association
Resort owners

Governmental Bodies

Government officials (city, county, and state)
Leech Lake Band
Iron Range Resource and Rehabilitation Board (IRRRB)
Minnesota Department of Transportation (MnDOT)
Chippewa National Forest
Law enforcement

2021-24 Strategic Goals

1. Develop a fundraising strategy to sustain the organization, including hiring staff to coordinate projects and finding dynamic board members.
2. Evaluate the organization’s governance structure, identify areas for improvement, and implement changes.
3. Continue a focus to educate youth about water quality issues.
4. Increase education efforts of area residents and visitors of Itasca County about actions they can take to help preserve the water resources.
5. Create a campaign to explain how clean water creates a strong economy in Itasca County.
6. Build and strengthen partnering relationships with area agencies and organizations to achieve Itasca Waters’ goals to involve the community in addressing water related issues.



Strategy 1: Develop a fundraising strategy to sustain the organization, including hiring staff to coordinate projects and finding dynamic board members.

Actions	Timeline	Lead	Measurable Effects
Create a fundraising and development strategy/plan	Dec 2021	Pat Leistikow	<ul style="list-style-type: none"> Annual fundraising strategy in place, including an annual fundraising event, membership drives, and grant requests. Conduct cost/benefit analysis of annual events, membership dues, grants, and donations.
Explore different sources of nonprofit funding, including foundations, governments, businesses, wealthy donors and small donors.	Ongoing	John Downing	<ul style="list-style-type: none"> At least one new grant source secured during plan period.
Identify funding gaps by exploring how Itasca Waters is funded today, identifying the greatest fundraising challenges, and determining what the organization might achieve with more money.	Sep 2021	Board of directors	<ul style="list-style-type: none"> A written value proposition stating the unique value provided to donors and the ultimate impacts created with donor support. Written strategy to close the funding gaps.

Strategy 2: Evaluate the organization's governance structure, identify areas for improvement, and implement changes.




Actions	Timeline	Lead	Measurable Effects
Review the structure and make changes as needed, including reviewing committee roles and processes.	Q4 2021	Jesse	<ul style="list-style-type: none"> A clear decision-making process is in place. Staff and board roles and responsibilities are defined. Staffing plan in place.
Recruit new board members and volunteers.	2021	Brian	<ul style="list-style-type: none"> New board members recruited. Volunteer hours are logged monthly.



Strategy 3: Continue a focus to educate youth about water quality issues.

Actions	Timeline	Lead	Measurable Effects
Form a committee with like-minded youth organizations (e.g., Green Team, et al).	2022	Shirley	<ul style="list-style-type: none"> Relationship formed with at least one like-minded group.
Focus on the Youth Water Summit and one other event for 2022.	2021	Dave	<ul style="list-style-type: none"> Youth Water Summit is convened annually during plan period. Participant goals are met or exceeded. Participant feedback is measured.

Strategy 4: Increase efforts to educate area residents and visitors to Itasca County about actions they can take to help preserve the water resources.

Actions	Timeline	Lead	Measurable Effects
Organize an adult water summit.	2022	Shirley 	<ul style="list-style-type: none"> At least one Adult Water Summit is hosted. Cost/benefit analysis is done. Participant feedback collected.
Develop a plan to improve our social media campaigns.	2021	Megan 	<ul style="list-style-type: none"> Social media objectives and goals created. Target audiences are identified. Most effective platforms are identified. Impact metrics are analyzed.
Find ways to communicate current scientific data and best practices for maintaining high water quality to strategic audiences.	Q4 2022	Jesse & John 	<ul style="list-style-type: none"> Data gathering process in place. Target audiences for data communications identified. Communications tailored for target audiences.

Strategy 5: Create a campaign to explain how clean water creates a strong economy in Itasca County.

Actions	Timeline	Lead	Measurable Effects
Reach out to IEDC along with chambers of commerce of adjacent communities.	Ongoing	Dave & Jesse	<ul style="list-style-type: none"> • Targeted key stakeholders are identified. • Strategy to engage with key stakeholders is created. • The number of key stakeholders working with Itasca Waters to promote the value of our clean water is tracked.
Use John Downing's recent document about why we should care about clean water and present it to area businesses, chambers of commerce, County commissioners and other key stakeholders.	Q3 2021	Brian	<ul style="list-style-type: none"> • Data gathering process in place. • Target audiences for data communications identified. • Communications tailored for target audiences.

Strategy 6: Build and strengthen partnering relationships with area agencies and organizations to achieve Itasca Waters' goals to involve the community in addressing water related issues.

Actions	Timeline	Lead	Measurable Effects
Identify which groups Itasca Waters should have close working relationships with and participate in those organizations' efforts.	Ongoing	Board of directors	<ul style="list-style-type: none"> • Targeted key stakeholders are identified. • Strategy to engage with key stakeholders is created. • The number of key stakeholders working with Itasca Waters to promote the value of our clean water is tracked.

A#4.a

ITASCA WATERS BUSH GRANT SUBMISSION

What's your idea and what problem does it solve? *Maximum 1800 characters, including spaces (approximately 300 words).*

Itasca County is the home of some of the most pristine and highest quality freshwater in Minnesota. The county, unique hydrologically, has over six major watersheds, 201 minor watersheds, more than 1,000 lakes, and hundreds of miles of rivers and streams. Clean water is the county's greatest natural resource and one of the primary reasons people have been drawn to the region. Furthermore, healthy watersheds are foundational to healthy ecosystems: neither communities nor economies can flourish without healthy ecosystems.

The problem is the quality of our water is increasingly threatened by rising water temperatures, polluted runoff, contaminated groundwater, aquatic invasive species, and diminishing natural shorelines. These threats are primarily created by human behaviors.

To understand how to close the gap between people's behavior and proven shoreland practices that preserve water quality, Itasca Waters conducted a year-long community engagement process. From 2019 to 2020, Itasca Waters learned from over 1,000 county residents about the importance of clean water to their livelihoods and generated community-driven solutions to protect the county's water resources.

The engagement process revealed three key components that need to be addressed to close the gap between best known shoreland practices and behaviors of people: (1) the need to shift community consciousness about water quality from taking it for granted to proactively preserving it; (2) creating cohesion among people in positions of power who have fragmented beliefs and approaches to water quality protection; and (3) increased understanding of the social, economic, and environmental value brought to the county by clean water.

By addressing these three components through the creation of a cohesive coordinated community response, we will ensure the preservation of Itasca County waters in perpetuity.

If your idea works, how would it be transformative? We encourage you to think big about shifts you could create in systems and structures. As part of your answer, please provide a list of some specific results you hope to achieve through your project or initiative (what would increase, decrease, improve, etc.). *Maximum 2400 characters, including spaces (approximately 400 words).*

Through the community engagement process, we learned that people do not change their behavior based on data or science alone. While there is plenty of evidence that supports the reason to take action to protect water quality, people need to understand the value of clean water. Most people value clean water, but they aren't connecting the dots between their actions and water quality, largely because clean water is everywhere in Itasca County. Behavioral change research shows that people change their behavior based on perceptions of risk and potential benefits of their behavior. In this context, it means that since all the water around us is apparently clean, there is no perceived risk present. Changing behavior requires changing what people believe about correlations between

seemingly harmless human actions and the impact of those actions on water quality before the impacts are truly visible (i.e., the water is visibly dirty, swimming in lakes is no longer safe, and fish have died).

Furthermore, we learned that the social, political, economic and ecological dimensions of this work require systems thinking to help understand the complexity of the problem and solutions needed to protect water. Understanding what would be lost if behavior on the land diminishes our water quality will enable community leaders, businesses, organizations and citizens to account for the role of clean water in a strong local economy. Preservation requires collective action predicated on widespread acceptance that the water resources are indeed valuable.

As a result of a cohesive coordinate community response to water quality preservation, we will:

1. Create widespread public awareness campaigns about the value of clean water and everyday actions to preserve water quality.
2. Educate lakeshore property owners about preserving their lakes by restoring natural shorelines, updating septic systems and creating early-detection initiatives to identify aquatic invasive species.
3. Broaden community understanding of how the area's social, economic, and environmental livelihood is linked to clean water.
4. Foster a shared commitment and a targeted strategy among lake associations, shoreland owners, businesses and public officials to enact and enforce public policies that preserve water resources.
5. Increase awareness of and access to zero-interest 10-year loans available through Itasca County for septic replacements.

What's your project or initiative plan? Get as specific as you can here. As part of your answer, please provide a list of the steps you intend to take. *Maximum 1800 characters, including spaces (approximately 300 words).*

The plan to mobilize the target audiences in our community has four segments.

Engaging lake associations

We will attempt to engage all 29 associations in implementing projects (access signage, septic system compliance, shoreland preservation, or AIS containment) that best address the conditions on their lake. This will be accomplished by: developing best-practice guidelines for each implementation option; working with association leaders to develop lake-specific plans; providing follow-up to ensure plans are implemented.

Encouraging local elected officials to implement clean-water measures

We will work with the Itasca County board and other local governmental units, including the Leech Lake Band, and the 25 largest townships, to implement location-specific actions to improve lake or river water quality. The implementation tactics will include: increasing utilization for no-interest loans for septic system upgrades and enforcement of compliant systems, enforcing lakeshore buffers and engaging in the One Watershed/ One Plan initiative



Mobilizing businesses and organizations to lead

From fishing guides to paper mills, from resorts to sporting goods retailers, and from hospitals to chambers of commerce, Itasca area businesses will be asked to participate in campaigns to communicate how clean water is a foundation for the livelihood of this area. These initiatives will include: adding clean water information to websites and promotional material; and communicating support for clean water through united advertising campaigns and supporting water quality advocates.

Convening community meetings

After engaging the community in Year 1, we will convene focus groups of lake associations, business leaders and elected officials to inform the design of an Itasca Water Summit to be held later in Year 2. The goals of the summit will be to engage the community more broadly in preserving area water quality, to evaluate the effectiveness of water quality improvement efforts and identify areas for additional strategic initiatives.

Describe the people leading this effort. What are their roles and relationships to the project or initiative? How will they work together?

Maximum 1800 characters, including spaces (approximately 300 words).

Under the proposed project, Itasca Waters will lead this effort. The Itasca Waters volunteer board of directors and advisory board are made up of representatives from Itasca County Board of Commissioners, Soil and Water Conservation District, Itasca County Environmental Services, Itasca Coalition of Lake Associations, Leech Lake Band of Ojibwe, the U.S. Forest Service, the Minnesota Board of Water and Soil Resources, local business owners, and real estate agencies. Itasca Waters contract with local consultants with expertise in community engagement, human-centered design, advocacy and organizing public awareness campaigns to implement various aspects of the project.

How much are you requesting from the Bush Foundation for this work?

\$200,000

Instead of asking for a budget at this stage, we'd like to get a general sense of how you'd use the grant funds. Please provide a short description of the types of things you'd spend these funds on.

Maximum 900 characters, including spaces (approximately 150 words).

The grant funds will be used to: 1) contract with local consultants for community engagement and organizing, advocacy, organizing a public awareness campaign and developing educational materials; 2) defray a portion of the cost of Itasca Waters' on-staff coordinator; 3) convene identified community stakeholders periodically; and 4) organize and convene an annual Itasca County Clean Water Summit.

Where will the proposed work take place?

Itasca County, Minnesota; Leech Lake Band of Ojibwe Native Nation

A#5.b

Executive Committee Written Unanimous Consent in Absence of a Board or Committee Meeting


The Itasca Waters Bylaws require that a specific process be followed for decisions, including purchases, outside of a Board meeting.

Article 3: Written Unanimous Consent in Absence of a Board or Committee Meeting: When action is required outside a meeting of the full Board or any standing committee, the Secretary or appropriate committee chair will prepare a document describing the item requiring action and distribute it by email sent to all Directors or Committee members, as appropriate. Each Director or member must download and print the document, register his or her vote and sign the document. This signed document must be returned to the secretary by regular mail or scanned or photographed and returned by email. The Secretary will retain all documents as part of the official record. The vote must be unanimous. The vote would not take effect until all Board or Committee members have completed this process. Such votes will be ratified at the next Board or Committee meeting.

Executive Committee Motion: to authorize the Membership Committee Chair, Shirley Loegering, to organize a fishing line container project as described in the attached project proposal, funds to be taken from Bush grant funds.

Vote: YES NO

Print Name: Jesse Davis

Signature:  4/9/2021 9:14:29 AM CDT

Date: 04/09/2021

At your earliest convenience, please print this page, add your name, signature and date, and print or scan or photograph. Please email a scan or photo to Jan Sandberg at jan.f.sandberg@gmail.com or mail a hard copy to Jan at 1201 Yale Place, Apt 1805, Minneapolis, MN 55403.

Itasca Waters Project Proposal

COMMITTEE PROJECT: Yes No INDEPENDENT PROJECT: Yes No

TITLE: Fishing Line Disposal Containers

DATE SUBMITTED: 3/7/21

DATE APPROVED: _____

OWNERSHIP:

If Committee Project: Membership Committee, Shirley Loegering, Chair

If Independent Project: Owner: _____

PERSON SUBMITTING THE PROPOSAL: Shirley

PROJECT LEADER(S): Shirley

OTHERS INVOLVED (persons, organizations):

Membership Committee members, Perry Loegering and Dick Sandberg

TIMELINE:

Begin: May 2021 End: Ongoing

IW FUNDING SOURCE (new or existing grant, general operating, or combination of funds): Bush Grant

COORDINATOR'S INVOLVEMENT: Yes No

Anticipated Hours: Unknown

Work Required: Include project in future Newsletter _____

LIAISON APPROVAL: Yes No

MARKETING COMMITTEE INVOLVEMENT:

To help spread the word on Facebook and Website and other appropriate venues as they see fit.

OTHER INFORMATION: (outside partnerships, special grants, etc.) Containers will be installed on public fishing piers with the cooperation of the pier owners, i.e. the cities of Grand Rapids, Coleraine, and Cohasset, the Army Corp, DNR Wildlife, Scenic State Park and U.S. Forest Service.

PROJECT DESCRIPTION/GOALS: To install the fishing line disposal containers at 12 public fishing piers in Itasca County. This has the approval of the MN DNR Parks &

Trails who are responsible for putting the docks in in spring and taking them out in the fall. It was also readily approved by Grand Rapids, Cohasset and DNR Wildlife that have been contacted to date. They have agreed to empty the containers about once a month and collect the line for us to recycle at Berkley's in the fall. Perry has made a prototype so that we know the estimated cost will be under \$50, including signs. However, the exact cost for the waterproof, self-adhesive signs is not known yet. Sandy Anderson is working on that. Our committee, or designees, will be responsible for installing the containers on pier posts with zip ties and removing them in the fall.

PROJECT BUDGET:

Expenses: Grant	Estimated	Actual	Income from Bush
12 containers x \$50.00 each	600.00		600.00

BOARD APPROVAL:

Executive Committee Written Unanimous Consent in Absence of a Board or Committee Meeting

The Bylaws require that a specific process be followed for decisions, including purchases, outside of a Board meeting.

Article 3: Written Unanimous Consent in Absence of a Board or Committee Meeting: When action is required outside a meeting of the full Board or any standing committee, the Secretary or appropriate committee chair will prepare a document describing the item requiring action and distribute it by email sent to all Directors or Committee members, as appropriate. Each Director or member must download and print the document, register his or her vote and sign the document. This signed document must be returned to the secretary by regular mail or scanned or photographed and returned by email. The secretary will retain all documents as part of the official record. The vote must be unanimous. The vote would not take effect until all Board or Committee members have completed this process. Such votes will be ratified at the next Board or Committee meeting.

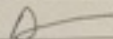
Executive Committee Motion: to authorize the Membership Committee Chair, Shirley Longaring, to organize a taking line container project as described in the attached project proposal, funds to be taken from Bush grant funds.

Vote: YES NO

Print Name: _____

Brian Whittenore

Signature: _____



Date: _____

4/8/21

At your earliest convenience, please print this page, add your name, signature and date, and print or scan or photograph. Please email a scan or photo to Jan Sandberg at jan.f.sandberg@gmail.com or mail a hard copy to Jan at 1205 Yale Place, Apt 1805, Minneapolis, MN 55405.

Executive Committee Written Unanimous Consent in Absence of a Board or Committee Meeting

The Itasca Waters Bylaws require that a specific process be followed for decisions, including purchases, outside of a Board meeting.

Article 3: Written Unanimous Consent in Absence of a Board or Committee Meeting: When action is required outside a meeting of the full Board or any standing committee, the Secretary or appropriate committee chair will prepare a document describing the item requiring action and distribute it by email sent to all Directors or Committee members, as appropriate. Each Director or member must download and print the document, register his or her vote and sign the document. This signed document must be returned to the secretary by regular mail or scanned or photographed and returned by email. The Secretary will retain all documents as part of the official record. The vote must be unanimous. The vote would not take effect until all Board or Committee members have completed this process. Such votes will be ratified at the next Board or Committee meeting.

Executive Committee Motion: to authorize the Membership Committee Chair, Shirley Loegering, to organize a fishing line container project as described in the attached project proposal, funds to be taken from Bush grant funds.

Vote: YES NO

Print Name: Pat Kerstikow

Signature: See attached

Date: April 8, 2021

At your earliest convenience, please print this page, add your name, signature and date, and print or scan or photograph. Please email a scan or photo to Jan Sandberg at jan.f.sandberg@gmail.com or mail a hard copy to Jan at 1201 Yale Place, Apt 1805, Minneapolis, MN 55403.



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

Executive Committee email vote--fishing line containers

Pat Leistikow <patandrodleistikow@gmail.com>

Thu, Apr 8, 2021 at 12:43 PM

To: jan.f.sandberg@gmail.com

Cc: Brian Whittemore <brwhit44@gmail.com>, Jesse Davis <Jesse@moveitrealestate.com>, info@itascawaters.org

I approve. No printer.

Pat

Sent from my iPhone

> On Apr 8, 2021, at 7:05 AM, Jan Sandberg <jan.f.sandberg@gmail.com> wrote:

>

>

> Attached is the official form to record your email vote to approve moving forward with the fishing line container project. Directions for submission are included with the form.

>

> --

> Jan Sandberg

>

> <Email vote -- fishing line containers.pdf>

Executive Committee Written Unanimous Consent in Absence of a Board or Committee Meeting

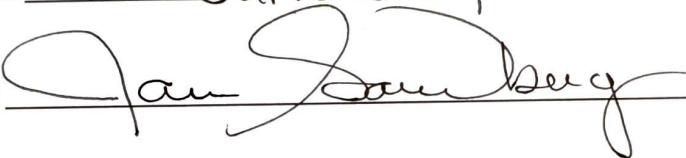
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Executive Committee Motion: to authorize the Membership Committee Chair, Shirley Loegering, to organize a fishing line container project as described in the attached project proposal, funds to be taken from Bush grant funds.

Vote: YES NO

Print Name: Jan Sandberg

Signature: 

Date: April 8, 2021

At your earliest convenience, please print this page, add your name, signature and date, and print or scan or photograph. Please email a scan or photo to Jan Sandberg at jan.f.sandberg@gmail.com or mail a hard copy to Jan at 1201 Yale Place, Apt 1805, Minneapolis, MN 55403.

COORDINATOR REPORT

May 1, 2021

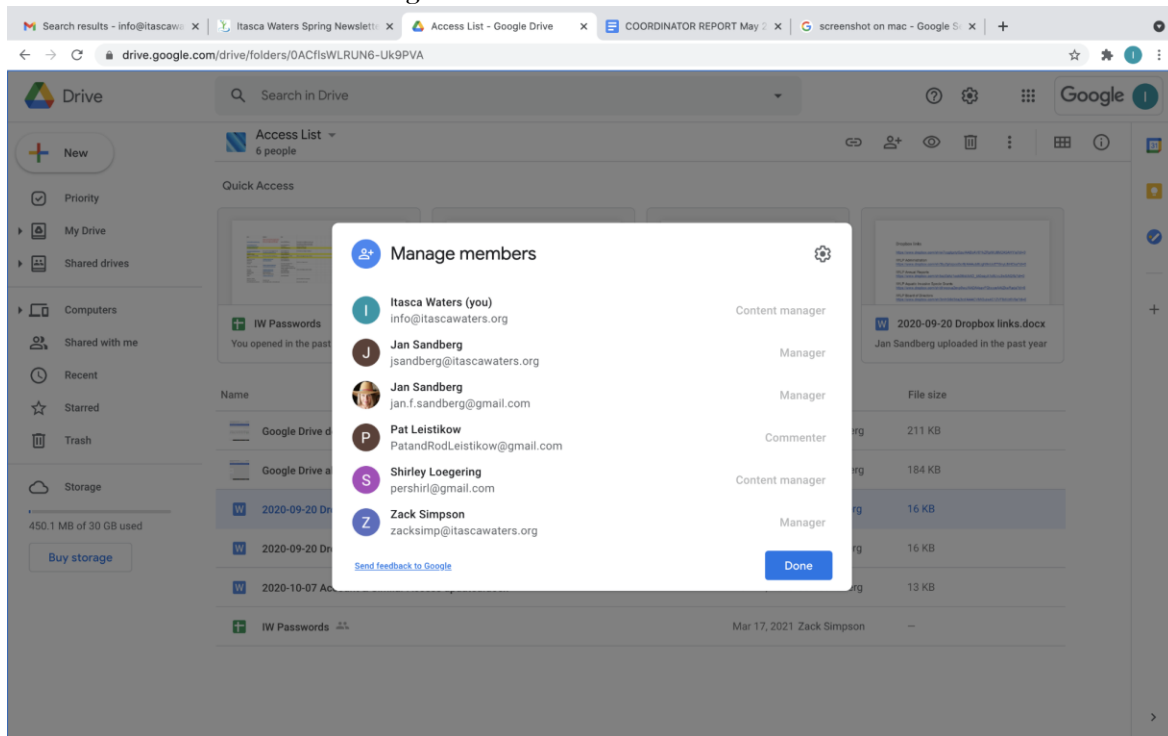
Eight weeks in and still finding my way, but LOVING what I do, and really enjoying working with this group. Thank you all for your help...and your patience!

- Most recently, I've been working on a news bulletin which has taken me longer than I hoped it would. With help from a few members of the board, I've finally produced a workable draft. It is being reviewed at the time of this report. Having cleared the technical hurdles, I look forward to doing more of this type of thing.
- With Shirley's instruction, I've learned how to use two programs which I hope to use frequently - Constant Contact for IW mass communication, and DonorSnap for the flood of new members and donations which are sure to come this year. I put these to good use during Pat's vacation when two new membership donations came in the mail.
- I made a couple of items for visitors to our First Friday booth. One is a pair of laminated information sheets about the NCROC plants we'll have there, to be used and read there at the table. The other is a "custom" reference guide featuring the NCROC plants as well as other native plants readily available at Beier's and Bloomers. They are accordion folded in wallet-size envelopes, to be handy when people are shopping for native plants.



- I've made visits to Beier's and Bloomers, to learn which native plants they are selling this year. 25 shoreland guides were left at each location. As a frequent visitor already, I will keep an eye on the supply at both places throughout the season.
- I've placed shoreland guides at the 4 title companies, making a point to talk with each of the people who gave me permission to leave them. They seem glad to have them, and it gives me a chance to explain what IW is all about.
- My first mass mailing for IW went well. In early April, Sandy sent me a list of lake and river property closings for 1Q 2021. From it, I sent out 55 packets with the shoreland guide, a welcome letter, and a membership application. We have already added two new members as a result.
- I enjoyed a midday outing to Forest Lake on April 29, to take photos of the installation of the first IW fishing line recycling station. These were used in the newsletter and in a news item for the Herald-Review.
- I met with Dave regarding the native plants at NCROC and the plan to transplant them along the river. Since our meeting he has seen to the potting; I'm sure he will update the Board on the status of the project. I reached out to Jeff Poenix, who will be heading the site prep. At the time of our conversation, no date had been set. Assuming this topic will be discussed at the next Board meeting, I will wait for an update and instructions for the next step with which I can help.
- There have been two requests for Shoreland Advisor visits so far. One will take place early in May (date TBD) on Turtle Lake, with Jane Hillstrom visiting and hopefully taking mentee Mike Johnson. The second request, for Pokegama, has been referred to advisor Daryl Arola and mentee Eric Raitanen; as of this writing a date has not been confirmed.

- I will be working with Google Drive to make it more attuned to this organization's use. I would like to make it more streamlined so that it can be searched more intuitively. My personal MO is to use few main and many subfolders, but I'd like input from the Board as to how members use it and would like to use it. Access to the shared drive is currently very limited, making it less of a useful tool than simply a storage place. I'd like feedback from the Board before I make any sweeping changes in how the drive is organized. I do have some ideas I'd like to share and will be glad to discuss them.



- On the topic of Google Drive, I found a document that I think would be helpful to use - a Coordinator Task List. I believe it could be helpful for managing the use of my time. The recent Coordinator Management plan works well, but using a calendar or list accessible to all members could help. I'm happy to help with any task, at nearly any time, but risk over-promising and under-delivering. Such a calendar or list, accessible to all Board members, with a place for **action items** and **deadlines**, would help me and board members to prioritize tasks, and allow members to check progress.

A#6.g

Membership-Fundraising Committee Report to the Board of Directors on May 10, 2021

By Shirley Loegering

Total membership donations received in 2020 were \$9,969 with \$1,745 so far in 2021. Nine new memberships have been received in 2021, six of which came from new lakeshore owners who received a Shoreland Guide. Paula mailed 55 Shoreland Guides in April for the first quarter of 2021.

Our committee discussed possible fundraiser projects for IW. While we decided not to go ahead with a fundraising event at this time, we had already contacted several people about the possibility of installing fishing line disposal containers at public fishing piers or popular onshore fishing locations in Itasca County. The idea was received with enthusiastic support and, with the gracious help from Perry Loegering and Dick Sandberg, thirteen containers were made and placed at the following locations:

- 4 containers for City of Grand Rapids: Forest Lake, Crystal (Ice) Lake, Sylvan Bay, Mississippi River by the Library
- 2 containers for City of Cohasset: Mississippi River and Tioga Beach
- 1 container for City of Coleraine: Trout Lake
- 2 containers for Scenic State Park
- 3 containers for USGS: Pokegama and Winnie Lake Dams
- State of MN-DNR Wildlife: Mud Lake Dam

All our partners in this project have agreed to have their staff empty the containers periodically and save any monofilament line collected for us to send to Berkleys in Iowa for recycling. Berkleys say they have recycled 9 million miles of monofilament line since the 1990's. And, in fact, we picked up discarded line at two of the locations where we installed containers.

Paula and the Marketing Committee are working on a press release and information for IW's Facebook page and website.

While there are other locations in Itasca County where containers could be installed, we will use this first year as a pilot project to test how much they get used before expanding our efforts.