

Itasca Waters Board Meeting Minutes

November 13, 2023 4:30 pm online via Zoom

Attendance (quorum 6 of voting Board): Present (P), Absent (A), Excused(E), Left (L). Non-voting Technical Advisory Board

Board of Directors				Technical Advisory Board			
Sandy Anderson	P	Jessica Loes	P	Andy Arens	A	Chad Severts	A
Kathy Cone	P	McKeon Roberts	A	Benjamin Benoit	A	Dan Swenson	A
Jesse Davis	P	Jan Sandberg	P	Megan Christianson	A		
John Downing	P	Wes Sisson	P	Stephanie Kessler	E		
Bill Grantges	A	Cory Smith	A	Shirley Loegering	P		
David Lick	E			Eric Raitanen	A		

Coordinator: Bethann Perendy

Guests: Perry Loegering

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
Call to order	Meeting called to order by Jesse Davis at about 4:33 pm	
1. Agenda	An agenda was circulated in advance of the meeting. Sandy added website hosting changes to end of financial, 2.a <i>Motion to approve the agenda as amended. (John Downing, Wes Sisson)</i> M/S/U	
2. Financial Report A#2.1 , A#2.2 , A#2.3 , A#2.4 , A#2.5 , A#2.6	Sandy reviewed some items that may impact next year including potential grant writing. She estimates YWS as \$6000-6500. She pulled some money from savings to checking, about 65K left in savings. YTD, we have brought in about \$7600 but are just starting the membership drive.	
2.a Website Hosting	Sandy described recent problems with our current web host iPage and subsequent communications with Terry Barth. Last week she attempted to make some changes and our site did not update. Terry Barth found that we need to update some of our software. He also found that iPage does not have some of the functionality we need. The company has been recently acquired, which may impact us. Terry Barth recommended a new company A2Hosting and had some cost numbers. John suggested looking into WordPress. Discussion about need for bids/review of additional vendors. <i>Motion to give Sandy authority to move to a new website host agency up to \$300, working with Terry Barth. Failed for lack of a second. Sandy will continue to work on this.</i>	<ul style="list-style-type: none"> Sandy will work on website hosting for the next meeting or could pursue an email vote of the Exec Committee.
3. Unfinished Business		

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3.a. Water Wisdom Zoom program	<p>Shirley cannot continue to lead the project and suggests we find another Board member to take the lead. The Zoom program is separate from work on advertising. John is willing to move forward but would like others involved.</p> <p>Discussion about timing (summer may not be best), consistency and hours. John said the majority of those responding to survey discovered the program via Facebook and email, more reminders might help. It is a low-cost program (biggest cost is KOZY ads--\$1000). Shirley suggested that the committee meet separately—include Wes, Jessica, John, Bethann. Jess suggested a possible loon person, Caitlyn.</p> <p>This is connected to our approach to Blandin--do they want specific projects, or something broader like Shoreland. .</p>	<ul style="list-style-type: none"> • Shirley will convene a committee meeting to discuss next steps and include the current committee, Wes, Jessica, and Bethann.
3.b SWCD WPIC Update	<p>Perry Loegering reported that his March request for chloride monitoring was deferred for this cycle (there were 76 applicants), next round is 2026-27 stressor studies, and it may be a good fit then.</p> <p>For the Upper Mississippi watershed, there will be some additional monitoring, such as wild rice and tullibee lakes, next year. For the Grand Rapids watershed, topic meetings are nearly complete. Perry may be attending the next meeting on ag groundwater and Wes asked that he ask about PFAS and nitrates. They will start work on the plan next year.</p> <p>Jesse asked how we can frame IW's contribution. Question about whether we should do testing ahead of the stressor studies—Perry said that Izaak Walton League and GPLA are doing some work—values are currently fairly low. Question if water softener salt/groundwater is an issue—Perry brings this up at WPIC meetings, but it does not seem to be gaining any traction.</p> <p>John mentions that we might want to consider testing conductivity as a first step to narrow other sampling. Jessica mentioned a report from the Water Quality Association relating to water softeners that John will try to access.</p>	<ul style="list-style-type: none"> • Perry—if attending the next topic meeting ask about PFAS and nitrates. • John and Jess—for January follow up on report Jess mentioned from the Water Quality association
3.c Itasca Waters 2022 Annual Report A#3.c	<p><i>Motion to accept the 2022 Annual Report subject to technical changes. (John Downing, Kathy Cone) M/S/U</i></p>	
4. New Business		
4.a. 2024 Budget	<p>A final version is not yet available, perhaps for January. As of today, Coordinator expenses will come out of savings. Kathy is willing to help draft the budget. Question if nonprofits are required to approve budgets before end of calendar year for the 990 form. Jess will help research requirements for nonprofits.</p>	<ul style="list-style-type: none"> • Sandy, Kathy and Bethann—prepare draft budget for January • Jess—research nonprofit budget reporting requirements for January
4.b. 2024 Meeting Dates	<p><i>Motion to set meetings for the next year as 2024 (January 8, March 11, May 13, July 8, September 9, November 18); 2025 (January 13) (Kathy Cone, Wes Sisson) M/S/U</i></p>	

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4.c. 2024 Board Members and Officers—January Organizational Meeting	<p>The board will need three actions at the January meeting:</p> <p>(1) Motion to approve exceeding the three-term limit in the bylaws for John Downing and Dave Lick. See Bylaws Article 3 Terms of Service.</p> <p>(2) Elect John Downing and Dave Lick to terms ending in 2027. If Dave resigns early the new appointee would fill out the remainder of Dave’s term.</p> <p>(3) Ratify appointments of Wes Sisson (appointed in May, term to 2026), Jessica Loes (appointed in July, term to 2026) and McKeon Roberts (appointed in July, term to 2026). See Bylaws Article 3 Terms.</p> <p>(4) Elect Secretary for one year to fill remainder of Sandberg term</p> <p>The Bylaws (Article 3 Attendance) state “Directors absent more than three meetings in a calendar year shall be deemed resigned from the Board unless the Board takes specific action by majority vote to reinstate the Director.” This section may affect a current Board member. Note that under past practice the current representative from the County Board is not impacted by this section.</p>	<ul style="list-style-type: none"> • Kathy will approach McKeon about his continuing interest in being on the Board.
4.d Fall Membership Campaign	<p>Bethann handles the logistics, but we may need a Board member to serve as committee chair. Bethann reviewed recent activities that she and Sandy have done. Kathy is interested in helping. Discussion about timing and strategy.</p>	<ul style="list-style-type: none"> • Kathy—contact Bethann about the membership campaign
4.e Chippewa NF RAC Title II Request for Projects A#4.c-1 , A#4.c-2	<p>Kathy noted that SWCD gets funding for purple loosestrife. Jess thought that Dave’s proposal would work, and she would like a separate meeting to discuss this.</p>	<ul style="list-style-type: none"> • Jess, Wes, Kathy—meet to discuss possibilities for Chippewa NF RAC project
4.f Dropbox	<p>Dropbox has served as our historic archive, but all files have been copied to Google Drive. Discuss option to close Dropbox</p>	<ul style="list-style-type: none"> • Jan—move Dropbox termination item to January
4.g Research Request A# 4.g	<p>We have been asked to participate in a survey titled “ADVOCACY ACTIVITIES AMONG ENVIRONMENTAL NONPROFITS: Exploring the relationship between organizational resources and organizational activities.”</p> <p>Let Jesse take care of this—Kathy would like to know who they are and what they will do with the info, will we be anonymous?</p>	<ul style="list-style-type: none"> • Jesse—follow up with survey requestor as discussed
4.h Potential Blandin Grant A#4.h	<p>Jesse plans to approach them to discuss likelihood of operating support</p>	
5. Consent Agenda	<i>Motion to approve consent agenda. (Kathy Cone, Wes Sisson) M/S/U</i>	
5.a Minutes from Board meeting September 11, 2023 A#5.a		
5.b ICOLA October minutes A#5.b	<p>These may not be the final version-Jess described some of the changes that she requested but have yet to be made.</p>	
5.c Submit current physical address for tax filing	<p>As part of our tax filing, we must submit a list of voting directors and their home addresses. Please advise if your address has changed since last year.</p>	<ul style="list-style-type: none"> • Board members—send Jan any address changes from last year • McKeon-send Jan your current address
5.d Dan Swenson	<p>Dan now works for the City of Grand Rapids. At next meeting consider whether he stays on the Technical Advisory Board</p>	<ul style="list-style-type: none"> •Kathy—reach out to Dan to determine his interest in continuing the TAB.

		• Jan—add agenda item for Dan Swenson appointment to TAB
6. Reports		
6.a. President’s Report		
6.b Coordinator/Office Report		
6.c Education A#6.c	Discussed above.	
6.d Executive/ Governance Committee		
6.e Finance		
6.f Grants		
6.g Marketing		
6.h Membership & Fundraising		
6.i Personnel		
6.j Planning		
6.k Shoreland Advisors		
6.l Vision/New Projects		
6.m Youth Water Summit		
7. Other		
Adjournment	Jesse adjourned the meeting at 6:25 pm	

Upcoming Events

Dates will be added as approved

January 8, 2024

March 11 2024

May 13, 2024

July 8, 2024

September 9, 2024

November 18, 2024

January 13, 2025

All at 4:30 pm via Zoom

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

To Do Items from November Meeting

Board members—send Jan any address changes from last year

✓ Jan—move Dropbox termination item to January

✓ Jan—add agenda item for Dan Swenson appointment to TAB

Jess—research nonprofit budget reporting requirements for January--*In process, Jess has found info some info for 990EZ, have not found budget vote requirement yet.*

Jess, Wes, Kathy—meet to discuss possibilities for Chippewa NF RAC project—*In process, email sent to schedule meeting. Jesse—follow up with survey requestor as discussed*

John and Jess—for January follow up on report Jess mentioned from the Water Quality association—*In process, Jess sent article link to John and suggested discussing water softeners before the next meeting*

Kathy will approach McKeon about his continuing interest in being on the Board.

Kathy—contact Bethann about the membership campaign

Kathy—reach out to Dan to determine his interest in continuing the TAB.

McKeon-send Jan your current address

Perry—if attending the next topic meeting ask about PFAS and nitrates.

Sandy, Kathy and Bethann—prepare draft budget for January

Sandy will work on website hosting for the next meeting or could pursue an email vote of the Exec Committee.

Shirley will convene a committee meeting to discuss next steps and include the current committee, Wes, Jessica, and Bethann—*In process, Doodle sent, and likely meeting date identified.*