



ITASCA WATERS

Team Up for Clean Waters

Itasca Waters Board Meeting

Monday, 17 November 2025, 4:30 pm

Attendance (quorum 5 of voting Board): Present (P), Absent (A), Excused(E), Left (L). Non-voting Technical Advisory Board

Board of Directors			
Sandy Anderson	P	Jessica Loes	P
Kathy Cone	E	Grace/Tom? McCullough	-/- P
John Downing	P	Jan Sandberg	P
Bill Grantges	P	Cory Smith	A
Jack Jones	P	Christina Vandeventer	X
Stephanie Kessler	P		

Technical Advisory Board	
Andy Arens	A
Benjamin Benoit	A
Eric Raitanen	A
Chad Severts	-A

Coordinator: Bethann Perendy

The President may wish to suggest reorganizing the agenda for convenience.

-Please note that the meeting will be recorded and retained until approval of the meeting minutes.

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

Agenda Items/ Attachments	Key Discussion five	Outcome s	Follow-up Needed Who/When
1. Opening Items			
1.a Call to order	Itasca Waters Board meeting called to order at 4:30 pm by Vice-President John Downing in the absence of President Kathy Cone.		
1.b Confirm Quorum	Quorum = 50 percent of the voting members of the whole board, currently five	Confirm	
1.c Agenda	Amend the agenda to first consider (1) then (5), then (4) new business, then (3) return to old business – also defer discussion of further new members, drop consideration of co-officers from bylaws discussion. Add a brief closed session (voting members only) considering 4b. Motion to approve the agenda as amended. (Tom McCullough, Jack Jones) M/S/U	Motion	
1.d Resignation	Christina Vandeventer has resigned—see letter		

2. Financial Report			
2.a Financial Update	<p>Bethann shared the budget proposal that includes current data. Sandy summarized funds in savings. For 2026, she used averages from last two years, decreased revenue & spending for membership and PWW. We have spent just over \$18k this year. Most if not all memberships are renewals.</p> <p>We can cover next year with existing funds, although coordinator cost depends on activities.</p> <p><i>Motion to approve the financial report. (Tom McDonough, Jack Jones) M/S/U</i></p>	Motion	
3. Unfinished Business			
3.a TAB Appointments	Much discussion about re-thinking the role of the TAB, what do we need them to do?	Defer	John--set up an online document Board--make general and specific recommendations for January
3.b Forestry Survey			Jess—check if this is still active
3.c We are Water	Jessica met with Rachel from MN Humanities about a smaller role (storyboard walk) for We are Water. Told that this would not work. Itasca County reached out a few years ago. Discussed past effort required.		Jess-check with Katie Benes about interest in a role for IW if County is interested.
3.d Board Member Recruitment	See Board member recruitment and Potential Board Members	Defer	Defer to future meeting
3.e IW Future Activity	<p>Discussion items:</p> <p>Survey results</p> <p>Types of actions to take</p> <p>Matching exercise (part of first link above)</p>	Defer	Defer to January John—distribute to Board members for comment in advance possibly as a survey

4. New Business			
4.a Youth Water Summit	<p>Bethann reviewed the history of YWS and logistics, working with Community Ed who invites the schools, 350-400 5th grade, students, 42-46 presenters using the entire Fairgrounds, groups of 10-12, get to 8-10 presentations, water based with strong science focus, several years missed due to Covid and weather.</p> <p>Upcoming: email to past committee members, save-the-date to past presenters, schedule Fairgrounds, other volunteers are easier.</p> <p>Support—Community Ed and IW, in-kind donations by Range Water, coffee & cups, no other sponsors. We purchase some food and pay for some presenters.</p> <p>Bethann wants to commit to getting this done, around 120 hours total that would include building the rotation. Need to figure out Melanie's hours. Bill suggested a 10th grade water summit.</p> <p>Defer further discussion to closed session.</p>		
4.b Coordinator	<p>Closed session discussion.</p> <p>-----</p> <p><i>Motion to extend a vote of thanks to Bethann for her past work and looking forward to working with her going forward. (Jan Sandberg, Sandy Anderson)</i> M/S/U</p>		
4.c 2026 Budget	<i>Motion to approve expenditures and revenues for 2026 budget with detail to follow. (Jan Sandberg, Bill Grantges)</i> M/S/U		
4.d Proposed Bylaw Changes	<i>Motion to approve bylaw changes to physical office address to 225 NW1st Ave, Grand Rapids MN 55744 and change the government rep in Section 3 from voting to non-voting) (Jack Jones, Bill Grantges)</i> M/S/U		Updated bylaws
4.e Officers	<p><i>Motion to appoint Stephanie Kessler as President effective January 1, as Kathy's term ends then. (Tom McDonough, Bill Grantges)</i> M/S/U</p> <p><i>Motion to appoint Jan Sandberg as Secretary (Jessica Loes, Jack Jones)</i> M/S/U</p> <p><i>Sandy is willing to continue as Treasurer for a bit.</i></p>		Steph comments TBD
4.f Standing Committees	<p>Considerable discussion about current and possible new standing committees that need a charge, chair and membership.</p> <p>John provided links to common committees</p> <p>Consensus to consider this during strategic planning</p>	Defer	Jan --pull together list of current committees, including charter and members
4.g 2024 Annual Report	Jess noted that the report is in process, she still needs some membership data, details on a few events.		Exec Comm: could approve the report via email before year's end
4.h Google Drive Structure	Defer pending decisions about committees	Defer	

4.i Invitation Packet	Review proposed packet for discussion in January	Defer	Board: review and comment on packet by end of December
4.j Strategic Plan	Set process to update strategic plan.	Defer	Put on agenda for January
5. On-going Business			
5.a Approval of Meeting Minutes from previous Itasca Waters meetings	October 6, 2025 IW Meeting October 20, 2025 Meeting <i>Motion to approve October 6 and October 20, 2025 minutes. (Tom McDonough, Bill Grantges) M/S/U</i>	Motion	
5.b ICOLA Meeting Minutes	Website for published minutes: Itasca COLA Minutes from last meeting, October 15		
5.c 2025 Conflict of Interest Forms	We have forms for Christina, Jess, Grace, Wes, Jack, Sandy, Kathy, John, Grace, Tom, Steph, and Bill. Need Cory and Jan		Jan: ask Cory for form

6. Reports			
6.a President's Report, Executive Committee			
6.b. Coordinator/ Office Report			
6.c. Education	Presentation Update includes a list of topics and status for this year. The schedule for 2026 is filling up. Thank you letter: Draft letter jointly from IW and SeaGrant thanking PWW presenters to the presenter's supervisor. John will draft content	Jan: send John list of title, speakers, emails.	
6.d Grants	Grants data John would like to work with others to put together a proposal—Grace, Jack, Jess, Sandy.		
6.e Membership	From previous meeting: get on calendar earlier for November event, added links to PWW slides. Shirley noted: Bethann can use Constant Contact to 1) send membership renewal emails to current IW members on DonorSnap, and 2) send membership invite emails to Water Wisdom attendees and other sources. Renewal letters still need to be sent to members without an email address, and to prospective new members such as those buying lakeshore property and names and addresses submitted from Board members. However, there	Someone needs to take leadership on this	

	needs to be a Board member in charge of membership to work with Bethann. It would be proactive if that Board member understood, or would be willing to learn, the Constant Contact/DonorSnap process.	
6.f Shoreland Advisors		
6.g Youth Water Summit		
6.h Other Committee Reports		
7. Other		
7.a Upcoming Board Meetings	Next Meeting: January 12, 2025. All at 4:30 pm via Zoom Dates will be added as approved	
7.b Upcoming Events		.
8. Adjournment		

Motion to adjourn (Bill Grantges) 6:30 pm