ITASCA WATERS
Team Up for Clean Waters

Itasca Waters Board Meeting

Monday, 18 May 2026, 5:00-7:00 pm via Zoom

Attendance (quorum 5 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*		*Stephanie Kessler*	*P*	*Andy Arens*	*A*
Cary Bates	*P*		*Jessica Loes*	*E*	*Benjamin Benoit*	*A*
Glen Bergstrand	*P*		*Grace/Tom McCullough*	*P*	*Eric Raitanen*	*A*
John Downing	*P*		*Jan Sandberg*	*P*	*Chad Severts*	*A*
Jack Jones	*P*		*Cory Smith (nonvoting)*	*A*		

Coordinator: Excused

Guest: Darla Nelson

*-Please **review** the follow up list of tasks sorted by topic at the bottom of this agenda.*

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

Agenda Items/ *Attachments*	**Key Discussion**	**Action**	**Follow-up Needed / Who, When**
1. Opening Items			
1.a Call to order	Itasca Waters Board meeting called to order at 5:03 pm		
1.b Confirm Quorum	Quorum = 50 percent of the voting members of the whole board, currently five *Confirmed*		
1.c Agenda	*Motion to approve the agenda as distributed before the meeting (Glen Bergstrand, Tom McCullough) M/S/U*	Motion	

2. Financial Report			
2.a Financial Update	Sandy reported that we have received a $20,000 donation. Dina would appreciate naming an event after Marty, hoping to repeat the donation next year. Otherwise, there have been typical expenses, with YWS bills just coming in. No hours yet for Bethann. Total expenditures to date–$10,535 *Motion to approve the financial report. (Glen Bergstrand, Tom McCullough) M/S/U*	Motion	Bethann: Please report hours to Sandy.
2.b 2026 Budget Detail	Noted that the financial report reflects the correct program totals. While we may need to finalize line-item detail, changes are anticipated for membership (member campaign and event) so hold discussion until July. Decided against MLR membership.		Steph: Determine budget needed for membership and event
3. Unfinished Business			
3.a YWS Update	Steph reported on progress, possible weather and other challenges.		
3.b Board Member Recruitment	Steph has proposed Darla as a new Board member–she introduced herself then left the room for discussion. *Motion to appoint Darla Nelson to IW Board, term to be determined, to be ratified at the January Board meeting. (Sandy Anderson, Glen Bergstrand) M/S/U* Steph reported that Jess Loes has resigned via email, letter pending. Reviewed possible new members: Tom is thinking about someone from Waste Management, in process; Jack approached John C. who thoughtfully turned him down – needs more info about TAB responsibilities as a possible alternative. Discussion about TAB – focus, frequency		Jan: send Darla welcome packet in Bd member recruitment, add to Google Drive Jan: discuss annual report possibility with Darla. Jan; remove Jess from Google Drive Steph: Send thank you letter when we receive formal resignation letter from Jess. Board: for September meeting, re-engage TAB, possibly involve in grant writing

4. New Business			
4.a Member Event	New–sample invite New–membership form Considerable discussion about an event in August and membership drive. **Event**: confirmed John Latimer for an August 3 event; most Board members have time to help plan; possible “hook” and focus; include non-members or not. *Consensus: Move forward with planning an event.* **Membership**: clarify reasons to join, review letter to include new concerns. Define target: PWW participants, current members, past members, lakeshore owners		✔ Cary: Rework letter with AI ✔ Steph: Set up two committees–event and membership campaign–and several meeting each
5. On-going Business			
5.a Approval of Previous Meeting Minutes	March 16, 2026 minutes *Motion to approve March 16, 2026, minutes. (Glen Bergstrand, Cary Bates) M/S/U*	Motion	
5.b ICOLA	Website for published minutes: Itasca COLA Minutes from last meeting The upcoming 2026 Meetings will be: June 17, July 15, October 21 Steph gave an update that the ICOLA Annual meeting is attempting to get a UMN grad student to report on lake core sampling research.		

6. Committee & Office Reports			
6.a President’s Report, Executive Committee	Steph is working on membership and events as well as the YWS.		
6.b. Coordinator / Office Report	Sandy noted two donations in Harold's memory on Donor Snap — we should send official thank you notes and also to Dina.		Steph: send official thank-you notes for Dzuik and Dina donation. Exec Committee–Consider press release about the Dina donation.
6.c. Education	Update on current PWW June speaker just dropped but possible alternate. July – Katie Bene November – developing questionnaire to help drive panel discussion.		

	Suggested considering more wake boat presentations.		
6.d [Grants]			
6.e [Membership]	Discuss **timeline**, **email**, **letter** and **form**. See above discussion		
6. f Shoreland Advisors			Board: With Jess leaving we will need a new coordinator
6.g Youth Water Summit	See discussion above.		
6.h Other Committee Reports			

7. Other			
7.a Upcoming Board Meetings	Upcoming: July 13, September 21, November 16, January 18 (MLK Day)		
7.b Upcoming Events	August 3, 2026, Member (and non-member?) event		.
8. Adjournment 7pm			

Follow-Up List of Tasks from Previous & Current Meetings by Topic

✔ indicates task completion.

Financial:

Bethann: Follow up on small check from Edward Jones and report in July.
Steph: Determine budget needed for membership and event.
Steph: Send official thank-you notes for Dzuik and Dina donations.
Exec Committee: Consider press release about the Dina donation.

Board Members/Recruitment

Tom: Approach Waste Management about participation
Steph: Devise application for the Board via social media
Steph: Send thank you letter when we receive formal resignation letter from Jess.

Board: With Jess leaving we will need a new coordinator

TAB

John & Steph: determine whether/how to inform current TAB members about continuing?
Board: For September meeting, re-engage TAB, possibly involve in grant writing

Secretary

✔ **Jan:** Send Darla welcome packet in Bd member recruitment, add to Google Drive
✔ **Jan:** Remove Jess from Google Drive

Coordinator:

Bethann: Please report hours to Sandy.
Bethann: Ask SuperOne about participating in Round-Up
Bethann: Prepare half sheet of annual report and print several copies.
Bethann: Ask Board members if they want some of the small handouts with IW info, and other supplies such as letterhead.

Standing Committees

Jan: Update Committee list and determine file location; update Google Drive; Keep as proposed and move non-assigned to archive folders (add committee members) and Add Special event: John, Steph, Grace, Sandy, Jack under Membership and add Chair Grants: John
Proposed Committee List

Annual Report

✔ **Jan:** Ask Darla if she is interested in helping with the annual report.

Education

July meeting: Discuss use of IW membership list and other strategies to advertise PWW.

Grants

Membership

✔ **Cary**: Rework letter with AI
✔ **Steph**: Set up two committees–event and membership campaign–and several meeting each

YWS Update

Board: Send Bethann ideas for business support (in-kind and donations) for YWS for 2027