

DRAFT Summary

## **2023 SUMMER BOARD MEETING**

Thursday, July 20, 1:00 PM (MDT)

**LOCATION: TD&H Engineering – 1800 River Drive N, Great Falls**

### IN ATTENDANCE:

Erling Juel  
Doug Haberman  
Linda Berger  
John Chase

Emily Kemp  
Tanner Tompkins  
Perk Perkins\*  
Tracy Wendt

\*Indicates participation by phone

Determined quorum was present

### Review/approve 2023Q2 meeting summary

- John moved to approve 2023Q2 meeting summary
- Seconded by Linda
- Board voted unanimously to approve motion

### Committee Updates

- Financial Committee – Chair: Perk Perkins
  - Quarterly Reports: Tracy and Perk met to review the financial statements. Tracy walked the board between discrepancies between anticipated and actual budget. Perk stated that Tracy is becoming better at predicting timing of expenses/income. Timing issues out of her control can prevent predicting precise timing of expenses or income.
  - Grants, administration, and capacity: Grants are usually capacity-building (overhead) or project-focused (restricted to specific tasks); few grants have funds budgeted for both capacity and project.
    - The Muddy Creek Grant is specific to Muddy Creek tasks. However, since water quality monitoring is helping establish baseline conditions for the Muddy Creek project, much of SRWG's water quality tasks and supplies are falling under this grant. For example, since Emily is collecting water quality data, her stipend is covered under this grant.
  - Tracy is improving accounting tracking to separate out staff time and miles that are charged to overhead vs project time/miles. This will be more apparent as the year progresses, and will help with building future budgets. Hopefully we'll eventually be able to see what portion of time and miles is paid by "unrestricted" funds vs project funds.
  - Overall, SRWG's actual income is exceeding expenses so far this year.
  - No anticipated problems meeting expenses over the next two quarters. Overall tracking is getting more sophisticated, but does not take more time than before
    - If any other materials would be beneficial for future meetings please ask Tracy so she can make sure to include them.
  - Fundraising events total \$20,450 for 2023 to date
  - Predict the Peak as a brand-new fundraiser brought in \$600. SRWG needs to decide whether to continue next year and what changes to make.
  - Weed Whacker Rodeo is not typically a fundraiser; income and expenses have not historically been tracked but Tracy is tracking these now and will have a balance at the next meeting. Thanks to Doug for attending, making a public donation, and for making a fundraising ask as a board member.
  - Will need new Treasurer after next year. Tracy has talked to Gray Cornwell – he is CFO for Montana Valley Irrigation and Treasurer for Sun River Valley Ditch Company.

Not sure if he'll have time, but he seemed interested maybe. Will invite him to the October board meeting so he can feel us out.

- Next steps for committee:
  - Tracy presented the accounting procedure documentation information last year, which needs to be reviewed by a third party and approved by the board. Hope to wrap up this year
  - Long term – looking into endowments, investments, and a habitat fund (a way people can make targeted donations).
  - 2024 is the SRWG 30-year anniversary so Tracy is working on a special campaign idea to present at the October board meeting for board input and approval.
- Executive Committee – Chair: Erling Juel
  - SRWG board can have 12 people. Board members are requested to invite prospective future board members to the October meeting or other upcoming meetings so they can gauge interest.
  - Next steps for committee:
    - Need new board chair after next year. Erling has served for a few years and would like to remain involved but best board practices are to change leaders periodically.
    - Need a vice chair. Tracy will follow up with interested parties and we can have a vote to elect at the October meeting if anyone steps up. Note: there is not an automatic succession from vice chair to chair. Vice chair is a good learning opportunity for someone interested in leadership; there will be a required vote for the chair position at the next election. The vice does not automatically become chair.
    - Goal is to have Tracy's review done by October 1 so any changes to salary can be reflected in the budget the board is asked to approve at the October board meeting. Erling will lead Tracy's review and will be reaching out to board for input and recommendations from the rest of the board. If not complete by October, changes can be made to budget at a later meeting if necessary.
- Governance Committee – Chair: Linda Berger
  - Board seats are reserved for each conservation district. John Chase represents Cascade Conservation District but no one has represented Teton or Lewis & Clark for well over a year now. Board is asked to review the letter Linda and Tracy drafted by the end of next week so it can be presented to Teton and Lewis & Clark to encourage them to appoint someone to the SRWG board. Tracy will send a reminder to the board for this action.
- Project Committee – Chair: Tanner Tompkins
  - Tanner presented a draft Interactive Watershed Map. Need board to review and get edits or suggestions to Tanner/Tracy by the end of July. This map will be a tool for improving spatial orientation of projects, monitoring sites, land ownership, and other features of the watershed to help board, funders, and public.
    - Suggested additions included landownership layers, public access sites, add funders to project data, and water quality monitoring sites. Other ideas included having multiple people review the map and making the watershed boarder white so it is easily distinguishable.
    - Tracy will send a reminder with a link to the map to the board following this meeting.
  - Update on project prioritization and planning: project committee did not meet this quarter. Tracy and Tanner will coordinate at least one committee meeting before the

next board meeting. Tracy gave a review of the updated Project Prioritization Matrix. The top 3 grants are ending this month and Tracy will be doing close out activities; the final reimbursements will come in next quarter.

- Assisted landowners on Mill Coulee with a small erosion issue. Tracy assisted with a 310 permit and coordinated with GID to donate rock to landowner. Most work was covered by an existing grant. This was a small effort, but landowners may need more help with another erosion issue on the property – will know more this fall.
- Reclamation grant for Muddy Creek is active. SRWG is able to do work we have matching fund from (Trout Unlimited and Missouri River Flyfishers contributions) but the larger portion of work is on hold until the DNRC grant (through Cascade Conservation District) is active. This could take a few more months.
- Vision Net, a sponsor of the Winter RiverFest last year, requested SRWG help with an employee volunteer day. Vision Net employees pulled leafy spurge and picked up trash at Wadsworth Pond for half a day. Hope to make this an ongoing event for them and hope it leads to other company volunteer events.
- The Wadsworth Pond working group has become active again. SRWG is participating and Tracy will be applying for a very small grant to cover her time and supplies for future volunteer days at the Pond. If a larger project comes out of this working group, it will likely be led by the City Parks Department or Walleyes Unlimited. Tracy will keep the board apprised.
- There is a large grant available for “Applied Science” through Reclamation’s WaterSMART program. Tracy is participating in a webinar next week and will know more after that. This could be a good opportunity to do some watershed master planning and get a lot of our water management tasks covered. The board will be required to pass a resolution if we apply. Tracy will get details to the board after the webinar. Tracy will also contact DNRC to find out what water management planning tools and support they can provide.

#### Staff Updates

- Technician – Emily Kemp
  - Emily provided an overview of her first two months at SRWG. Her priority has been Water Quality Monitoring. If any board members are interested, she still needs volunteers to assist her in September and October.
  - Emily has supported SRWG events, including the Weed Wacker Rodeo and the Vision Net clean up at Wadsworth Pond. She has had great opportunities to strengthen relationships with partners, including joining FWP for trout fin clipping and joining the spray days with the USFS.
  - Emily has begun planning a Low-Tech, Process-Based Restoration Workshop and volunteer event, which are related to the Arnold Coulee project SRWG is doing with BLM. Any help distributing flyers or information about the LTPBR would be appreciated.
- Executive Director Update
  - The Upper Muddy Creek stream gage was vandalized and is inoperable. SRWG has a post on Facebook about this and it was shared through other avenues as well – including an interview with KRTV. While we likely won’t find out who did it, this was an opportunity to remind the public that stream gages provide important data to the public which are used for many purposes. The board had several suggestions which will be discussed with our consultant (Larry Dolan). Larry will check out the gage in early August and provide an estimate for repair.
  - Tracy provided an overview of current and anticipated grants. Three grants are ending this month and one in October. SRWG will be using more overhead funds than over to cover operations until more grants can be acquired.



## SUN RIVER WATERSHED GROUP

- Tracy provided an overview of past and upcoming events. Board attendance is typically low – please consider attending events to show support for SRWG. See board packet for full list of upcoming events (included in meeting agenda).
- The Water Quality Working Group met in June and will meet again this winter. This group hasn't been very active since COVID, but hopes to resume annual meetings.

### Review 2023 meeting dates (locations TBD)

Aug 2,	10 am, Late season water management meeting (via Zoom)
October 19, 2023	1 pm, preceded by WMWG at 10 am
January 18, 2024	1 pm
April 18, 2024	1 pm, preceded by WMWG at 10 am
July 18, 2024	1 pm

- Board is encouraged to listen in to the late-season water managers call on August 2. The agenda is tight so non-agenda items may be tabled until the October meeting. Tracy will email call-in details to the board.

### Other / Public Comment

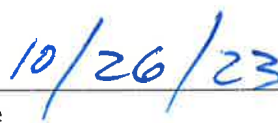
- Erling will share information once he receives a finalized agenda about the Montana Association of Dams and Canals October 4<sup>th</sup> meeting in Great Falls.

### SRWG EVENT DATES

August 16, 2023	LT-PBR Workshop (Arnold Coulee Project)
August 19, 2023	Bashin' Trash River Cleanup (details to come)
January 2024	Sun River Water Quality Working Group
August 2024 (tentative)	SRWG 30 <sup>th</sup> Anniversary Event

Meeting summary accepted by the SRWG board of directors

  
Erling A. Juel, Board Chairman

  
Date