



Spring Board Meeting Minutes

June 15, 2016

Montana Capitol, Helena, MT

Attendance:

SWCDM Board Members:

Others in attendance:

Jeff Wivholm	Harold Elderidge, Bitterroot CD
Mark Suta	Elena Evans, MACD
Pete Woll	Ann McCauley, SWCDM
Steve Hedstrom	Jessica Makus, SWCDM
Gary Giem	Bobbi Vannattan, Rosebud CD
Jim Simpson	Julie Ralston, Bitterroot CD
Roddy Rost	Lisa Coverdale, NRCS
Dwight Crawford	Jerry Shows, NRCS
Judi Knapp	Lori Valadez, NRCS
Shirley Parrott	Keri Bilbo, NRCS
Bob Breipohl	Laurie Zeller, DNRC
Dean Rogge	Mark Bostrom, DNRC
Willie Bernard	Karl Christians, DNRC
<i>Absent:</i>	Dave Martin, DNRC
Bob Peterman	
Steve Granzow	
Darryl Stutterheim	
Tony Barone	

Attendees introduced themselves.

Jeff Wivholm called the meeting to order.

Minutes: Dwight Crawford motioned to approve previous minutes; Jim Simpson seconded.

Highlights of past year: Ann McCauley discussed the accomplishments of the past year. She talked about major changes that have occurred, including moving program funded employees to SWCDM from MACD, centralizing payroll for SWCDM employees, and bringing the organization up to federal standards. Other changes included the launch of four new programs, several of which have employees

attached. She then touched on plans for the coming year. A more detailed report was included in the board packet.

Program Summary: Jessica Makus reported on the water programs she has been working on, including Big Sky Watershed Corps, water quality mini-grants, irrigation water management, and Ranching for Rivers (a new program for 2016).

Quarterly Financial Report: Ann McCauley presented financial statements from both Bridger Plant Materials Center and SWCDM. She noted some items whose circumstances have changed, such as the state of the DNRC legal agreement, the 223 grant for TMC, and payroll expenses that are less due to delays in hiring.

Motion made by Steve Hedstrom to accept financial statement; seconded by Shirley Parrot to approve the financial report. Motion passed.

SWCDM Policies: Elena Evans noted that the following policies were items that the accountant recommended be put in place.

- *Conflict of Interest:* Dwight Crawford motion to approve; Steve seconded. Motion passed.
- *Whistleblower and Non-Retaliation Policy:* Motion made by Roddy Rost to approve; seconded by Jim Simpson. Motion passed.
- *Code of Ethics Policy:* Dwight Crawford asked whether these policies cover BPMC as well. Elena explained that it is complicated, but that essentially they cover SWCDM representatives in dealings with BPMC. Motion made by Dwight, seconded by Shirley to approve, with the condition that the mission statement will be discussed and added later. Motion passed.
- *Employee Manual Guide:* The board members discussed several changes to the draft document. Complete changes are noted on the official draft. Motion by Dean to approve as amended; seconded by Roddy. Motion passed.

May 28 Summary: Because there was not a quorum at the May 28 call, Jeff Wivholm reviewed a summary of what was discussed at that meeting and asked whether the board was in agreement of the general decisions reached but not voted on. The board agreed on the following items:

- President or Chair? CHAIR
- Executive Committee? NO
- Officers? Chair, Vice Chair, Treasurer
- Length of Terms: 3 years except for the member appointed by MACD, who shall be appointed yearly
- Length of Officer Terms: Elected annually
- Mission: See Elena's draft by-laws
- How often will board meet? At least quarterly, and more often as needed
- Committees? Ad-hoc
- Best way to stagger terms? The board agreed to draw numbers by area later in the afternoon.

There followed a discussion about when and how the draft by-laws should be approved, with a general agreement that all of the districts should have an

opportunity to review and approve the by-laws before they take effect. Due to the idea that officers should be elected at the fall area meetings, there was an agreement that the draft by-laws would be sent to the districts ahead of the area meetings to be approved at the aforementioned events.

By-laws: The board discussed in detail the proposed draft by-laws point by point. The meeting was adjourned at 12:07 to potentially be revisited later.