

**U.P. RC&D Council Minutes**  
**UP RC&D Council Teleconference Meeting – March 4, 2016**

**Board Members Present:** Bill Rice-Dickinson CD, Ally Dale, Jen Ricker-Iron CD, Howard Haulotte-Delta CD, Kristina Denison-CLMCD, Rudy Johnson-Chippewa County Bd of Commissioners, and Darcy Rutkowski-UP RC&D Council Executive Director

**Others Present:** Renee Leow-Marquette CD, Teri Grout-Alger CD, Ann Hruska-Dickinson CD, Bernie Lang-Menominee County Bd of Commissioners, and Casey Ford-UPRC&D AmeriCorps member

**Call to Order:** The meeting was called to order at 10:04 am by Chairman Bill Rice.

**Approval of Agenda:** Dale made a motion to accept the agenda with the addition of “Michigan Invasive Species Grant Agreement Approval” under Business, Ricker supported the motion which passed unanimously.

**Public Comment:** None

**Approval of Previous Meeting Minutes:** Motion by Dale to approve the minutes of the meeting of December 4, 2015, supported by Haulotte. Motion passed.

**Financial Reports:** The Executive Director (ED) presented the Balance Sheet for February 29, 2016 and the Profit and Loss statement for the period January 1 through February 29, 2016. The combined balance in all accounts as of February 29, 2016 was \$10,874.39. The Profit and Loss Statement for the period January 1, 2012 through February 29, 2016 was also presented to provide a broader view of Council finances. ED reported that the final 10% of the NFWF Phragmites grant is being held by the funder awaiting final financial and programmatic report approval. We have spent almost \$28,000 for that grant which when reimbursed will improve our financial picture considerably. A motion was made by Haulotte, supported by Ricker to place the financial reports on file. Motion passed.

**Business Items:**

**County Dues Update:** ED reported that 10 counties paid dues in 2015 (no dues from Schoolcraft, Delta, Luce, Ontonagon, Dickinson). Letters requesting dues and also containing a 2015 Project Update report will be sent in the next month. County dues is one of the only sources of unrestricted funds available to the UPRC&D.

**Change Date of June Meeting** – ED is unable to attend the next UP RCD board meeting scheduled for Friday, June 3 due to a scheduling conflict. The meeting date was changed to June 17, 2016 beginning at 10 am Eastern time at the UP RC&D Council office.

**Board Member Update:** UP RC&D board currently has 6 members (Dale, Johnson, Ricker with terms expiring in Dec. 2016, Rice and Denison with terms expiring in Dec. 2017, and Haulotte whose term expires in Dec. 2018). Renee Leow, District Manager with the Marquette County Conservation District, has expressed an interest in being appointed to fill the remainder of the vacant term which expires in December 2017. Per the bylaws, the UP RC&D Council Chairman has the authority to appoint new members to unexpired terms. Rice asked if any board members had an objection to Leow being appointed to the unexpired term, and there were none. Rice appointed Leow to this term and members thanked her for her willingness to serve.

**Secretary/Treasurer Resignation:** Ally Dale sent the board a letter dated February 24, 2016 indicating that she had moved out of the state and while she was willing to remain on the board and finish out her term through Dec. 2016, she was resigning the Secretary/Treasurer position as she would not be available to sign checks and other council documents. Haulotte made a motion to accept her resignation with regret, which was supported by Ricker. Motion passed. Ricker made a motion to nominate Leow to fill the unexpired secretary/treasurer position which is effective through December 2016. The motion was supported by Dale and the motion passed with a majority vote.

**Staff Update – hiring needs for grant-funded projects:** ED reported that several of our grant-funded projects have funds to hire a part-time crew member or project manager (UPIC, KISMA, GLRI Phragmites). During 2015 the UP RC&D employed 4 part-time people. ED is trying to combine funding from several grant sources to hire a full-time

employee to fulfill the responsibilities of the various grant projects, and asked the board if they had any objection to filling staff needs this way, which she noted would require a broad skill set. No objections were made.

**2016 AmeriCorps Member Update:** Casey Ford reported that she began her service on January 11, 2016 and she is from the Huron Pines AmeriCorps Program. She has been busy with a variety of field and office tasks including mapping non-native phragmites, developing landowner databases, putting together the UPIC eNews, meeting with partners, and educating herself about invasive species and best management practices for treating them by watching educational webinars and reading scientific information. She has enjoyed her service so far and is looking forward to the rest of her service. ED reported that Casey “hit the ground running” and has been a really good fit for our organization.

**Michigan Invasive Species Grant Agreement Approval:** ED sent the grant agreement to all board members several days prior to this meeting and asked them to examine the agreement in anticipation of requesting their approval for Council Chairman Rice to sign the agreement on behalf of the UP RC&D Council at this meeting. Denison made a motion to approve Rice sign the grant agreement, which was supported by Johnson. Motion passed.

**Update on Grant Awards & Grant-funded Projects:** ED provided a summary of all current grant-funded project activities including the new Michigan Invasive Species Grant Project which will help fund our current UP Phragmites Coalition through 2017. Prior to receipt of this grant, the phragmites project funding was scheduled to end in December 2016. The UP RC&D is currently managing projects valued at \$2,731,364. Many of these grants support CDs through sub-awards and the CDs are key partners in implementing the projects in their counties.

**Correspondence:** Resignation letter for secretary/treasurer position from Ally Dale was read by the ED.

**Adjournment:** Ricker made a motion to adjourn at 11:12 am, supported by Denison. Motion passed.

**Future 2016 Meeting Dates:** June 17 (UP RC&D office), Sept 9 (teleconference), December 2 (UP RC&D office) at 10 am Eastern time.

**I certify that these meeting minutes have been approved by a majority of the UP RC&D Council Board members:**

\_\_\_\_\_  
Renee Leow, UP RC&D Council Secretary/Treasurer

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Date