



Board Meeting Minutes Attachment (B)  
130 N. Washington Ave. Newport, WA 99156  
November 14th, 2019

Meeting Began at 2:03 PM

Official Action Items						
Motion	Motion made by:	Motioned seconded by:	Decision	Who	What	By what date:
Motion to approve the November 14 <sup>th</sup> , 2019 agenda noting the exclusion of the Election Resolution New Business Item and the Addition of the WSCC Capital Advance New Business Item.	Frank Hruban	Mike Mumford	Carried	NA	NA	NA
Motion to approve the October 10 <sup>th</sup> , 2019 board meeting minutes as presented.	Frank Hruban	Randall Leestma	Carried	NA	NA	NA
Motion to approve overnight travel for David, George and Mike to attend the 2019 WACD annual conference in Tacoma, WA from Sunday Dec. 1, -Thursday Dec. 5, 2019.	Mike Mumford	Kevin Bush	Carried	NA	NA	ASAP
Motion to approve a Washington State Conservation Commission capital advance request not to exceed \$19,000.00 to supplement NRI project task no. 2 cost share.	Frank Hruban	Mike Mumford	Carried	David	Submit Formstack Request	ASAP
Motion to approve resolution no. 20191114 "acknowledgement of promissory note fulfillment by staff member for retirement benefits," as presented.	Frank Hruban	Randall Leestma	Carried	NA	NA	NA
Motion to approve the up to \$5,600.00 for District Manager, David Marcell to complete the UW project management certification program and pass the Project Management Professional (PMP) exam, pending scholarship application. Motion comes with the caveat David Marcell will continue full-time employment status with the Pend Oreille Conservation District at least 12 additional months beyond the date of certification program completion.	Frank Hruban	Randall Leestma	Carried	David	To Apply for Program and Scholarship	Dec. 31 2019
Motion to authorize the launch of an online Pend Oreille Conservation District apparel store for use by District Board Members, Staff and members of the public pending online sales, logo design trademark and licensing research by District Manager, David Marcell. Motion also included a one-time purchasing budget of \$2,000.00 total or \$250.00 each for POCD Board members and staff members: David Marcell, Candy Roman and Alex Case-Cohen to purchase new District apparel through the online store.	Frank Hruban	Randall Leestma	Carried	David	Provide Research on listed topics	Dec. 12, 2019

Motion made to approve the October 2019 Treasurer's reports as presented.	Frank Hruban	Kevin Bush	Carried	NA	NA	NA
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**Public Comments;**

- John Floyd, Public Comment.
  - John Floyd presented on WACD fund raising. Safari Club International donations were explained. John discussed 529 WA GET accounts and suggested POCD open a GET account. John also presented on the Burger King Scholars Program. Dollars for scholars was mentioned as well. Lastly the DCY+F was discussed Dept. of Children Youth and Families and the Spokane Valley Pre School that has qualified as an outdoor education center.

**Partner Reports;**

- Mike Mumford - WACD
  - Mike discussed a potential section on the POCD website to include post high school education opportunities. David added that it's possible to include links to other current conservation job boards. WACD has an additional speaker for the conference. She is versed in Forestry. Also discussed were the WACD dues schedule proposed changes.

**Old Business**

- Walk-In cooler update, cooler is now operating properly after second troubleshoot.
- Employee handbook process is still on track David, Frank and Mike (Personnel Committee) will be meeting on Wednesday Nov. 20<sup>th</sup> to finalize a draft for presenting it at the Dec. 12<sup>th</sup>, 2019 board meeting.

**New Business**

- WACD Annual Conference Authorizations, George, David & Mike travel overview.
- \*2020 Election Resolutions Review, item tabled until Dec. 12<sup>th</sup>, 2019 board meeting. Notices of the intent to adopt a resolution on Dec. 12<sup>th</sup>, 2019 are currently online at pocd.org and confirmed to be ran in the Newport Miner's Nov. 20<sup>th</sup> and 27<sup>th</sup>, 2019 issues.
- \*WSCC Capital Funding Agreement Review, Funds for NRI fund task 2 was reviewed.
- Resolution 20191114 review
- Project Management Certification Research Review, Various programs and project management professional certification tasks we're considered.
- POCD Apparel Review, David presented on branding options and the potential to run an online POCD apparel store for both POCD staff / board and members of the public.

**Manager's Report**

- David reviewed operation topics for Naming documents created at POCD, FY 20 budget update on Dec 12, 2019 and the employee evaluation process set for Dec. 12, 2019.

**Treasurer's Report** – Reviewed the October 2019 Treasurers reports.

Adjourn – 3:54 P.M.

*Mike Mumford* 12/13/2019

*David Marcell* 12/12/2019

POCD Board Supervisor

Date

David Marcell, District Manager

Date