

Rogue River Watershed Board of Directors Meeting

July 14, 2021

Attendees: Jessie Schulte, Gretchen Zuiderveen, Josh Zuiderveen, Courtney Marek, Bryce Spence, Todd, McClelland, Bill Otten

1. Meeting Minutes from June 10 reviewed and approved.

2. Old Action Items:

Date Assigned	Action Item	Status	Assignee
6/10/21	Verify with Mindy that tables will be provided at Paddles and Pints	Closed	Gretchen
6/10/21	Farmers Demonstration notification on RRWP Facebook Page	Closed	Jessie
6/10/21	LGROW intern assistance and Farmers Demonstration	Closed	Jessie
6/10/21	Review intern job description for possible MSU applicants	Closed	Bill
6/10/21	Jake Lemon for a presentation*	Closed	Bryce

*Jake Lemon has requested that Jamie Vaughn provide the TU watershed monitoring presentation. That will be scheduled in the fall.

3. Upcoming Events

- Farmers Market – we are signed up to have a booth after Labor Day.

4. Financial Statement / Intern – Bryce provided a presentation (see attached). He is applying for \$2,500 from Consumers Energy Grant to supplement the \$1,800 Wollam Grant. He plans to have this ready for board review by 1 August. Bryce mentioned the grant request letters of support from other organizations. LGROW, Rockford Sustainability and Kent Conservation District were mentioned as potential candidates. It was suggested that the internship be on a stipend basis, not an hourly rate, to simplify payment to the intern.

5. New Business

- Jessie is meeting with Dana Strauss tomorrow on other opportunities related to the Rum Creek restoration application. Potential options include Federal Funds from the Sustain our Great Lakes initiative, RCCP funds, EGLE or Courland Township. She will discuss with Josh after the meeting.
- Ask Bryce/Jessie to arrange a presentation from Jamie Vaughn for a presentation to RRWP. After Labor Day will probably be the best time.

6. New Actions Items

Date Assigned	Action Item	Status	Assignee
7/14/21	Bill Otten send contact information to Bryce	Open	Bryce
7/14/21	Send financial and intern presentation given by Bryce to Bill for inclusion in meeting minute	Open	Bill
7/14/21	Send RR Map and Letter of Support template to Bryce	Open	Jessie
7/14/21	Send Consumers Energy Grant link	Open	Bryce
7/14/21	Pursue venues for in person meetings	Open	Bill
7/14/21	Include our monthly meeting invite on LGROW web calendar	Open	Courtney
7/14/21	Jamie Vaughn for a presentation	Open	Bryce / Jessie

7. Close – Next meeting August 11 at 9am. Jessie to set up ZOOM

Attachments

INCOME STATEMENT	May-21	Y-T-D 5/31	Comments
Income			
Memberships			
Individual	\$50.00	\$393.78	See Memberships Worksheet
Corporate			
Total Memberships	\$50.00	\$393.78	
Grants & Donations			
Wollam Foundation			
Wege Foundation			
Other Grants / Donations			
Total Grants	\$0.00	\$0.00	
Donations			
Income - Grand Total	\$50.00	\$393.78	
Expense			
Special Initiatives			
Trout Unlimited Event Support			
Clean-Up Canoe Event			
Stream-Side Habitat Awards Program			
Postcard Mailing - Watershed Landowners			
Watershed Map Project			
Promotional Items (T-Shirts)			
Communications			
Administrative Costs			
Charity Registration			
Raffle Permit Fee			
Website Registration (5 Years)		(\$60.95)	
Website Service Fees (Tockify)	(\$8.24)	(\$41.20)	
Bank Fees	(\$0.30)	(\$0.30)	
Expense - Grand Total	(\$8.54)	(\$102.45)	
Income Net of Expenses	\$41.46	\$291.33	

INCOME STATEMENT	June-21	Y-T-D 6/30/21	Comments
Income			
Memberships			
Individual		\$393.78	See Memberships Worksheet
Corporate			
Total Memberships	\$0.00	\$393.78	
Grants & Donations			
Wollam Foundation	\$1,800.00	\$1,800.00	
Wege Foundation			
Other Grants / Donations			
Total Grants	\$1,800.00	\$1,800.00	
Donations			
Income - Grand Total	\$1,800.00	\$2,193.78	
Expense			
Special Initiatives			
Trout Unlimited Event Support			
Clean-Up Canoe Event			
Stream-Side Habitat Awards Program			
Postcard Mailling - Watershed Landowners			
Watershed Map Project			
Mayfly Sensor Data Logger Sponsorship			
Promotional Items (T-Shirts)			
Communications			
Administrative Costs			
Charity Registration			
Raffle Permit Fee			
Website Registration (5 Years)		(\$60.95)	
Website Service Fees (Tockify)	(\$8.24)	(\$49.44)	
Bank Fees	(\$0.30)	(\$0.30)	
Expense - Grand Total	(\$8.54)	(\$110.69)	
Income Net of Expenses	\$1,791.46	\$2,083.09	

CASH FLOW STATEMENT			
	Huntington		
	Bank Acct.		
BALANCE, 05/31/21	\$1,936.69		
REVENUES AND SUPPORT			
Grants and Corporate Memberships			
Woolam Foundation	\$1,800.00		
Individual Memberships			
Total Revenues and Support	\$1,800.00		
EXPENSES			
Website Maintenance & Services	\$8.24		
Other Bank Fees			
Total Expenses	\$8.24		
BALANCE, 06/30/21	\$3,728.45		
<i>Huntington Community Business Checking</i>		<i>Account: -----4775</i>	
Statement Activity From: 06/01/21 to 06/30/21	Beginning Balance	\$1,936.69	
	Credits (+)	1,800.00	
	Regular Deposits	1,800.00	
Days in Statement Period 30	Debits (-)	8.00	
	Other Debits	8.00	
Average Ledger Balance* 3,551.22	Total Service Charges (-)	0.24	
Average Collected Balance* 3,311.22	Ending Balance	\$3,728.45	
* The above balances correspond to the service charge cycle for this account.			

**RRWP Membership Report
06/30/21**

Received From	Type of Membership	Fees Paid	Date Paid
Bill Otten	Family	\$50.00	02/03/21
Gretchen Zuiderveen	Family	\$150.00	02/16/21
Bryce Spencer	Family	\$50.00	02/16/21
Donna McClelland	Family	\$50.00	03/19/21
Jessica Schulte	Family	\$50.00	03/29/21
Denise Cromley	Family	\$50.00	05/10/21
Total 2021 Funds Received		\$400.00	

2021-2022 College Intern			
Project Budget			
Starting Date: Immediate			
End Date: 4-6 months after hire date			
Salary: \$12 per hour			
# of Hours Per Week: 15			
Total Intern Wages			\$4,680.00
Software / Web License Fees			\$150.00
Supplies			\$75.00
Total Cost Budgeted			\$4,905.00
Project Funding			
Consumers Energy Grant			\$2,500.00
Woolam Foundation Grant (Received)			\$1,800.00
Other Grants or RRWP Funded			\$605.00
			\$4,905.00

**RRWP Intern Project
Consumers Energy Foundation Grant Application
Action Items**

Action Item	Target Completion Date	Status
Complete Organizational Information Webpage	06/27/21	Done
Acquire and Attach IRS Certification of Non-Profit Status	06/27/21	Done
Create Board of Directors List - Attached to Organizational Info Screen	06/27/21	Done
Create and Attach Budget Worksheet	07/03/21	Done
Complete Demographics Webpage	07/15/21	Done
Complete Contact Information Webpage	07/15/21	Inquire at 7/14/21 Meeting
Complete Proposal Summary Webpage - Confirm Counties Included	07/15/21	Inquire at 7/14/21 Meeting
Search for Letters of Support of RRWP; Attach to Proposal Summary Webpage	07/15/21	Inquire at 7/14/21 Meeting
Create and Attach Project Budget Worksheet	08/01/21	In Progress
Complete Project Impact Webpage	08/01/21	Need Help
Complete Additional Information Webpage	08/01/21	Need Help
Boardmember Review	08/01/21	



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