



Approved January 26, 2024

Clackamas SWCD Annual Board Meeting Minutes for December 19, 2023

PRESENT	Directors:	In Person: Jeff Becker (Chair), Roger Fantz (Treasurer), Don Guttridge (Secretary) Jim Johnson, Joan Zuber Via Zoom: Jesse Nelson (Vice Chair), Jan Lee-Weinberg
	Associate Directors:	PK Melethil
	Directors Emeritus:	
	Staff:	Suzi Cloutier, Tami Guttridge, Lisa Kilders, Sam Leininger, Monte Mattsson, Cathy McQueeney, Heather Nielsen, Jenne Reische, Nathan Tucker
	Partners:	
	Guest:	Joe Matteo (Beavercreek Hamlet), Richard Winkel (via Zoom)
NOT PRESENT:		

1 – CALL TO ORDER

- A. **Call to order** – Chair Becker called the Annual meeting to order with a quorum present at 4:00 p.m., December 19, 2023, in the Clackamas SWCD conference room at 22055 S Beavercreek Rd, Beavercreek, Oregon.

2 – Introduction

- A. Chair Becker read the following Statement:
 - This is an annual meeting as required by Oregon Revised Statute 568.580 “Each Year after the creation of the first board of directors at a time fixed by resolution of the board, the board, by giving due notice, shall call an annual meeting of the landowners in the district and present an annual report and audit.”

3 – Length of Service Awards

- A. Chair Becker presented service awards to the following board and staff members:

- Cathy McQueeney, staff, 10 years with the District.
- Roger Fantz, Board Director, 10 years with the District.
- Jan Lee-Weinberg, Board Director, 15 years with the District.
- Jenne Reische, staff, 15 years with the District.

Chair Becker also acknowledged service awards to three employees who have served Soil and Water Conservation Districts (SWCD) in Oregon, including other SWCDS. Jenne Reische 15 years Jason Faucera and Scott Eden, 20 years.

4 – Reports

- A. Presentation of Annual Report** – Staff Kilders presented the annual report to the Board of Directors, Staff and public at the meeting. Kilders also gave a brief slide show covering some of the many items that would not fit into the report. The annual report will be posted on the District’s website.
- B. Annual Financial Report** – Staff Tucker reviewed the financial report on the back page of the annual report. The numbers on the first chart represent the technical assistance and on-the-ground funding for the fiscal year 2022-2023. The second chart represents the general fund allocations. The report included a funds balance table for the Board’s review.
- C. Presentation of the Annual Audit** – Richard Winkel, CPA, with Dougal Conradie, LLC, Certified Public Accountants joined the meeting via zoom to present the annual audit report for the Clackamas Soil and Water Conservation District. Mr. Winkel issued an unmodified opinion that the finances of the District are materially correct. He reviewed the net position and growth of the District and explained the state’s new requirements for tracking lease receivables. Winkel checked the District’s finances for compliance with Oregon State laws, reviewed the Districts internal controls, and had no findings or recommendations at this time. Winkel will send Staff Tucker a letter and the file of the final audit report before the end of the year so that it may be filed with the state.

5 – Adjournment

Chair Becker adjourned the annual meeting at 4:40 p.m.

Respectfully submitted,



Tami L. Guttridge
Office Administrator