



Approved January 22, 2019

**Clackamas SWCD Annual Meeting Minutes for December 18, 2018**

<b>PRESENT</b>	<b>Directors:</b>	Jeff Becker (Chair), Roger Fantz (Treasurer), Don Guttridge (Secretary), Jim Johnson, Jan Lee, Jesse Nelson (Vice Chair), Joan Zuber
	<b>Associate Directors:</b>	PK Melethil
	<b>Directors Emeritus:</b>	Mike Weinberg
	<b>Staff:</b>	Jason Faucera, Courtney Gattuso, Tami Guttridge, Lisa Kilders, Sam Leininger, Cathy McQueeney, Eann Rains, Jenné Reische, Tom Salzer, Nathan Tucker, Matt Van Wey
	<b>Partners:</b>	Kim Galland, Matt Edwards (Natural Resources Conservation Service)
	<b>Guest:</b>	John Keith (Oregon Association of Conservation Districts)
<b>NOT PRESENT:</b>		

**1 – CALL TO ORDER**

- A. **Call to order** – Chair Becker called the Annual Meeting of the Clackamas Soil and Water Conservation District to order at 4:00 p.m. on Tuesday, December 18, 2018.

**2 – INTRODUCTION**

- A. **Annual Meeting** – Chair Becker proclaimed that the annual meeting is required by ORS 568.580: "Each year after the creation of the first board of directors at a time fixed by resolution of the board and 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 – REPORTS

**A. Annual Length of Service Awards** – Chair Becker presented length of service pins to staff and board members. Cathy McQueeney received a 5-year pin, Eann Rains and Jenne Reische each received a 10-year pin. Board Director Jan Lee received a 10-year pin and Director Roger Fantz received a 5-year pin for service to the Clackamas Soil and Water Conservation District.

**B. Presentation of Annual Report** – Staff Kilders presented the Fiscal year 2017/2018 annual report. Highlights include a report from General Manager Tom Salzer, Successes in Conservation Planning, WeedWise Highlights, a Financial Summary, and a report on Education and Outreach. Kilders noted that the figures used in the Conservation District Expenditures by fund were unaudited and the report will be updated when we have the final audit numbers.

*Associate Director Melethil arrived at 4:10 p.m.*

**C. Presentation of the Audit** – Staff Tucker reported on the draft audit from Richard Winkel, CPA. Tucker noted that this was the first audit using the new accounting software. He also pointed out highlights from the audit including revenue, capital assets, and loan liabilities. According to Tucker, the auditor reported no findings, no issues, and no deficiencies with the Districts internal controls. Winkel will be calling in during the regular meeting to answer any questions that the Board may have. This was a clean audit.

### ADJOURN AND NEXT MEETING

There being no further business, Chair Becker adjourned the annual meeting at 4:15 p.m.

Respectfully submitted,



Tami L. Guttridge  
Administrative Assistant