



Approved February 23, 2021

**Clackamas SWCD Annual Meeting Minutes for January 19, 2021**

<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>	John Keith, PK Melethil, Anna Rankin
	<b>Directors Emeritus:</b>	
	<b>Staff:</b>	Nicole Ahr, Jason Faucera, Tami Guttridge, Lisa Kilders, Clair Klock, Chris Lapp (General Manager), Sam Leininger, Cathy McQueeney, Eann Rains, Jenne Reische, Nathan Tucker
	<b>Partners:</b>	Sandi Hiatt (Oregon Dept. of Agriculture)
	<b>Guests:</b>	Rita Baker (Greater Oregon City Watershed Council), Alexis Barton (Tryon Creek Watershed Council), Richard Winkel (CPA), Neil Schulman (North Clackamas Urban Watershed Council), Asako Yamamuro (Molalla River Watch)
<b>NOT PRESENT:</b>		

**1 – CALL TO ORDER and ACCEPT AGENDA / PRESENTATION OF ANNUAL AUDIT/  
 PRESENTATION OF ANNUAL FINANCIAL REPORT/PRESENTATION OF ANNUAL  
 REPORT**

- A. **Call to order** – Chair Becker called the meeting to order with a quorum present at 4:00 p.m., on January 19, 2021, via “Zoom” on a call originating from the home office of Staff Faucera. Chair Becker reviewed the agenda and asked if there were any changes. No changes were requested.

**2 – INTRODUCTION**

- A. Chair Becker read the following statement to open the annual meeting: This is an annual meeting as 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, 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. **Presentation of Annual Audit** – Mr. Richard Winkel, Certified Public Accountant, presented the District audit of fiscal year 2019-2020. Mr. Winkel reported that the District had received a clean unmodified audit opinion. Mr. Winkel’s firm does sample testing of the District’s finances and analysis the District financial reports. Winkel went through the audit and explained the government way of accounting and reviewed the District’s finances. The District is maintaining good process and internal controls.
- B. **Presentation of the financial report** – Staff Tucker stated that the financial report was part of the annual report that Staff Kilders would be presenting.

*Director Zuber arrived at 4:19 p.m.*

- C. **Presentation of the Annual Report** – Staff Kilders presented the Annual Report for Fiscal year July 1, 2019 through June 30, 2020. Kilders noted that the major accomplishments of the year were the completion of the new “Conservation Resource Center” and moving the office to the new building. Kilders thanked Staff Faucera for the pictures that have been included in the report.

Staff Tucker noted that the financial portion of the report showed the District had spent down reserves it had previously held, which had an impact on the Fiscal year 2020/2021 budget. Tucker thanked Staff Kilders for stepping up to manage the District after General Manager Salzer left.

### ADJOURN AND NEXT MEETING

- There is a public hearing for a supplemental budget directly following this meeting on January 19, 2021.
- The regular Board meeting of the District will follow the public hearing on January 19, 2021.
- There being no further business, Chair Becker adjourned the meeting at 4:30 p.m.

Respectfully submitted,



Tami L. Guttridge  
Office Administrator