



Approved January 18, 2022

Clackamas SWCD Annual Meeting Minutes for December 21, 2021

PRESENT	Directors:	Roger Fantz (Treasurer), Don Guttridge (Secretary) Jim Johnson, Jesse Nelson (Vice Chair), Jan Lee
	Associate Directors:	PK Melethil, Anna Rankin
	Directors Emeritus:	
	Staff:	Drew Donahue, Jason Faucera, Tami Guttridge, Lisa Kilders, Jenne Reische, Nathan Tucker
	Partners:	Kim Galland (NRCS)
	Guest:	Richard Winkel, CPA
	NOT PRESENT:	Jeff Becker (Chair), Joan Zuber (Director)

1 – CALL TO ORDER and ACCEPT AGENDA – Vice-Chair Nelson called the meeting to order with a quorum present at 4:07 p.m., on December 21, 2021, via a “Zoom” meeting originating from the Clackamas SWCD office at 22055 S Beaver Creek Rd, Beaver Creek, Oregon.

Nelson asked if there were any changes to the agenda. No changes were requested.

2 – INTRODUCTION

Vice-Chair Nelson read the following: 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.”

Vice-Chair Nelson then introduced Richard Winkel, the certified public accountant who performed and reported on the Districts financial audit.

3 – REPORTS

- A. Presentation of the audit** – Richard Winkel, CPA reviewed the Fiscal Year 2020/2021 audit with the Board of the Clackamas Soil and Water Conservation District. Winkel reviewed the management and auditor responsibilities, and the District received an unqualified audit opinion. Winkel noted no significant revenue changes, expenses were down, and assets had increased. Winkel noted that his review included financial statements, invoices, and other documents, and internal controls.

Winkel did note one error in the draft audit, which he would correct and send back to the Board directly after the annual meeting. The Board will discuss acceptance of the audit at the regular board meeting immediately following the annual meeting.

- B. Presentation of the Annual Financial Report** – Staff Tucker reviewed the annual financial report noting that the District had a slight revenue increase last fiscal year 2020/2021. Tucker noted that Fiscal Year 2020/2021 expenses were down, partly due to the impact of the COVID pandemic, and employees hard work in watching expenses. He reported that if the trend of the last two years continues the District should have more capitol to spend on programs in the next year or two.

- C. Presentation of the Annual Report** – Staff Kilders presented the Annual Report for Fiscal Year 2020/2021. Kilders touched on highlights of the report, noting that staff had seen a 23 percent increase in technical assistance requests. Kilders noted that the District had welcomed new employees Chris Lapp and Drew Donahue, and said good-bye to Eann Rains, Doug Fenwick, and Matt Van Wey during the year. The COVID pandemic forced the District to experiment with new ways to deliver our message. Staff members produced several video's dealing with erosion control and mud and manure management. The September wildfires and the February ice storm had a significant impact on the District and Clackamas County. Please see the attached Annual Report which is a part of these minutes.

4 – AWARDS

- A. Length of Service** – Vice-Chair Nelson presented length of service awards to the staff and Board Directors.

5 Years – Staff Karr, Staff Tucker and Director Johnson

10 Years – Vice-Chair Nelson

15 Years – Director Zuber

20 Years – Staff Klock

ADJOURN AND NEXT MEETING

- There being no further business, Vice-Chair Nelson adjourned the meeting at 4:35 p.m.

Respectfully submitted,



Tami L. Guttridge,
Office Administrator