



MINUTES  
10AM February 11, 2020  
3865 Main St. Kelseyville CA 95451

**CALL MEETING TO ORDER:** President Harry Lyons called the meeting to order at 10AM

Directors present: Victoria Brandon, Jim Bridges, William Lincoln, Harry Lyons, Shula Shoup, Merry Jo Velasquez,

Directors absent: Ron Yoder

Others present: Linda Juntunen, Greg Dills, Korinn Woodard, Tony Blyleven

1. INTRODUCTIONS none needed

2. PUBLIC INPUT – none

3. SAFETY MEETING

“Safety Orientation: A New Way of Thinking” conducted by Lyons.

4. APPROVE MINUTES

MOTION: Velasquez moved and Bridges seconded to **approve the minutes of January 14, 2020** meeting

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

5. FINANCIAL REPORT

5.1 MOTION: Lincoln moved and Brandon seconded to **accept the January financial report**

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

5.2 Adding Linda Juntunen to signature card

MOTION: Shoup moved and Lincoln seconded to authorize the President to add Juntunen to the supplementary signature card

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

6. APPROVE & PAY BILLS

6.1 Purchase of computer monitor for laptop

MOTION: Brandon moved and Velasquez seconded to **authorize the purchase of a monitor** to use with recently acquired laptop

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

6.2 Approve and pay bills

MOTION: Velasquez moved and Brandon seconded to **approve and pay current bills**

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

7. CORRESPONDENCE none needing attention

## 8. ONGOING PROJECTS

- 8.1 Recruiting of Directors and Associate Directors: nothing new
- 8.2 Meisenbach Scholarship: Lyons sent out application forms and will follow up closer to graduation
- 8.3 Invasive Weed Tour. Brandon: event has been scheduled for May 13 at 9AM, at Anderson Marsh
- 8.4 Field Days in the Creek. Lincoln: event has been tentatively set for May 20.
- 8.5 Kids in the Creek. Velasquez: event will be held on March 19, with about 50 kids expected. Lyons, Lincoln and Shoup are available to assist.
- 8.6 Trout in the Classroom: Blyleven: CDFW recruited an additional teacher who was trained in the Sonoma program and already had a tank. We are back up to five teachers: one each at Lucerne, Upper Lake, and Clearlake and two at Coyote Valley. He went to Upper Lake Middle School yesterday to set up the tank and will pick up eggs at Yountville and distribute them on February 27. Two classes will disperse into Blue Lakes and three into Putah.

## 9. REPORTS/UPDATES

- 9.1 Lake County Fire Safe Council Report - Laurie Hutchison. Working with North Coast Opportunities (NCO) on different local events and opportunities; preparing for the upcoming Natural Resources Day in Lake Co; In talks with event planners for "Protecting Your City From Wildfire" Summit re: a scholarship for attendance/travel and considering being a member on one of their panels for the event. Coordinated outreach efforts with local agencies for events- including promoting local events via social media, including Emergency Preparedness for Seniors (Lucerne) and upcoming events on Cobb; Looking into grant opportunities for more local event funding. Outreach to public regarding PSPS event preparation, during outages and updates via social media. Discussing the next Lake Co Fuel Reduction/Post Fire Funding Opportunity meeting with USFS. Met with local Firewise Community members re: updates, ideas and community event planning. Participated in monthly agency meetings. Discussing grants and projects with various agencies. Assisting with creating new Firewise Communities. She will try to attend the March board meeting; in the meantime, any Directors with specific questions should send them to Lyons pass along.
- 9.2 NRCS Report - Korinn Woodard. Last week Lucas from Napa RCD reached out re 1 year grant; new applications are due this Friday. This grant supports Tom Bendure's work. Directors need to keep track of their volunteer hours and send them to her for match. All expenditures on the CalTrans project will count towards match as well as the reforestation project.

Memorandum of Agreement between NRCS and LCRCD: our existing sharing agreement with NRCS has to be updated to conform to new standardized language.

MOTION: Brandon moved and Velasquez seconded to approve the updated MOA with NRCS

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

- 9.3 Eightmile Valley Project - Greg Dills. BLM visited the project in January and was pleased with the project through the recent rain. There are several areas to be addressed in the spring, but overall the project is functioning as designed.
  - 9.4 Goats Rue Project - Greg Dills: no field work
  - 9.5 CalTrans Revegetation Projects - Greg Dills. Implementation continues; getting wood chips has been a problem. The contract with T & T Tree Care will require modification; it was written with the incorrect prevailing wage classification and the correct rate is higher than the one used. MOTION: Brandon moved and Lincoln seconded to amend contract with T&T Tree Care consistent with prevailing wage rules not to exceed \$24,800 which will be reimbursed by CalTrans
- Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez
- Noes: none
- Absent: Yoder
- Abstained: none

9.6 Reforestation Project. Brandon: 18,000 CalForest seedlings were delivered to the warehouse on February 6, under Lyons' supervision, and by now almost all of them have been picked up. The additional three boxes of DF we are getting from Mendocino RCD still haven't arrived and aren't expected much before the end of the month.

9.7 Native Plant Project. Velasquez: Nothing new since last month. We will sell plants at the Big Valley Grange sale on May 3, and in collaboration with the Master Gardeners at the Ag Center on May 16; it might be necessary to arrange plant pick up for one or both events, depending on Karen Sullivan's schedule.

#### 9.8 President/Director Reports

- Brandon: the hitch run could start any time; there's water in the creeks despite the lack of rain recently. Upper Lake USFS District Ranger Frank Aebly will give a presentation on Ranch Fire recovery at the Sierra Club meeting at New Paradigm College on March 26.
- Bridges: will attend a Forest Service meeting in Williams on February 13 to get a Ranch fire recovery update.
- Velasquez: the LC Land Trust is still waiting to close escrow on the Wright property.

#### 10. OLD BUSINESS

10.1 Bookkeeping services: Marlene Wentz is willing to continue until April 15 but will bill for 19 hours @\$55/hour for March and April, up from the current charge of \$540. Tracy Klein has expressed willingness to take over after tax season ends; we need to get a contract from her in time for approval at the April 14 meeting, or if that's not possible hold a special meeting later in the month.

#### 11. NEW BUSINESS

11.1 Employee policy regarding temporary employees.

MOTION: Velasquez moved and Shoup seconded to **allow the Project Manager to hire temporary personnel on an ad hoc basis** with approval from a member of the Personnel Committee

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none

11.2 Discussion of budget for North Coast Carbon Farming Hub. If this grant is approved the Program Manager would be LCRCO's first full time employee; the Board will have to decide whether to provide benefits such as paid vacation and health insurance. Lyons will check with Napa RCD to find out their practice. Tasks may change over time; the Hub coordinator will be based in Sonoma but may call on the Lake employee for assistance.

11.3 Review and update Committee appointments: deferred to the March 10 meeting.

#### 12. GENERAL DISCUSSION: none

#### 13. ADJOURN

MOTION: Velasquez moved and Bridges seconded to **adjourn the meeting** at 11:38AM

Ayes: Brandon, Bridges, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Yoder

Abstained: none