**REGULAR BI-MONTHLY BOARD MEETING MINUTES**

September 11, 2019 8:00 AM

Resource Conservation District @ 2 Sutter Street Suite B. Red Bluff, CA 96080

1. **Call to Order**

Ron Keown called the meeting to order at 8:03 a.m.

**Board Members Present:** Ron Keown, Sam Mudd, Shane Overton, Larry Solberg and Martin Spannaus

**Board Members Absent:** None

**RCDTC Staff Present:** Vicky Dawley, Rob Rianda, Kris Lamkin, Brin Greer, Jennifer Zirkle and Emmy Westlake

**Guests:** Ryan Teubert-Tehama County Flood Control District

Rebecca Tabor-California Central Valley Regional Water Quality Control Board

1. **Public Comment / Correspondence**

Introduction of the board.

1. **Agency Reports**

Rebecca Tabor California Central Valley Regional Water Quality Control Board reported on the upcoming review and request for a change in irrigated pasture agendized on the October 11, 2019 Regional Water Board Agenda and encouraged attendance for this meeting. Ryan Teubert of the Tehama County Flood Control District gave an update and reported the process for the Groundwater Sustainability Plan (GSP) and the progress of the Tehama County Groundwater Sustainability Agency.

1. **Approval of Minutes**

Motion to approve the July 10, 2019 Regular Annual and Bi-Monthly Board Meeting Minutes.

**Motion:** Sam Mudd motioned to approve the minutes of the July 10, 2019 minutes as presented.

**Second:** Larry Solberg

**Vote:** Unanimous

1. **Accounting Reports**

K. Lamkin led a finance discussion that included the general financial status report. The membership dues, contract services, expenditures and revenue of the Shasta Tehama Watershed Education Coalition as of August 31, 2019. K. Lamkin present a first draft of the 2019-2020 budget.

**Motion:** Larry Solberg motioned to approve the Financial Reports as presented.

**Second:** Martin Spannaus

**Vote:** Unanimous

1. **Old Business**
   1. None
2. **New Business**
   1. **Discuss and reset November board meeting date due to scheduling conflict**

The board reviewed possible dates for the upcoming November STWEC board meeting and established a new date of November 7, 2019.

* 1. **Discuss and take action on self-certification workshops (SECP and NMP)**

The staff presented for discussion the need for a Sediment and Erosion Control Plan (SECP) self-certification member training. The board directed staff to continue to administer the SECP training as we had in the past for our members, free of charge for SECP book and workshop.

**Motion:** Martin Spannaus motioned to approve the expense of an upcoming Sediment and Erosion Control self-certification workshop and booklet provided free to the member.

**Second:** Larry Solberg

1. **Approval of Bills**

$13,700.00 – RCDTC, September 2019 STWEC Management Services

$13,700.00 – RCDTC, October 2019 STWEC Management Services

$10.00 - e-file 3586 form –Franchise Tax Board

$75.00 – Registry of Charitable Trusts

$1,799 .00 ParcelQuest (Additional bill added)

**Motion:** Sam Mudd moved to approve the bills with the addition of ParcelQuest invoice

**Second:** Larry Solberg

**Vote:** Unanimous

1. **Other Business**

None

1. **Reports** 
   1. **Directors Report**

The Ron Keown, Martin Spannaus and Larry Solberg reported on their participation in the Colusa Glenn Sub-Watershed Directors Meeting August 9, 2019.

* 1. **2018-2019 membership renewals and invoicing**

Emmy Westlake provided the updated Membership by Acres Chart showing an increase of 29 members due to Water Board Compliance Letters.

* 1. **Outreach and Deliverables update**

Rob Rianda reported on the outreach and deliverables for the STWEC Membership. He noted that outreach component for the new order will increase outreach requirements in the future.

* 1. **August 2019 STWEC Bi-Monthly Report**

Reviewed the August 2019 STWEC Bi-Monthly.

* 1. **Land IQ Membership Database Management Tool (DMT) Update**

Emmy Westlake reported on the progress with the DMT tool**.** The tool is very close to being ready for to be used for this year’s annual invoicing.

* 1. **Fall Newsletter Discussion**

The board discussed upcoming Fall newsletter topics for the upcoming newsletter.

**J. Next Bi-Monthly and Annual Meeting**

November 7, 2019 8:00 a.m.

**K. Adjourn at 10:12 a.m.**

Respectfully submitted,

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| Emmy Westlake  STWEC Coordinator |  | Shane Overton  STWEC Secretary |