



## Board of Directors

Susan Lehnhardt, President  
Juda, WI

Pat Cardiff, Vice President  
Lake Geneva, WI

Meredith Tripp, Treasurer  
Brodhead, WI

Mindy Reinstra, Secretary  
Juda, WI

Lindsay Andrews  
Monroe, WI

Robert Hansis  
Madison, WI

Ed Kaderly  
Juda, WI

Aaron Kubichka  
Juda, WI

Bob Sampson  
Monroe, WI

Peg Sheaffer  
Brodhead, WI

DeeAnna Straub  
Brodhead, WI

## Action Team Leads

Organization  
Lynnette Nelson  
Technical  
Meredith Tripp  
Science  
Susan Lehnhardt  
Education/Outreach  
Carol Aslesen  
Grant Writing  
Susan Lehnhardt

*Dedicated to the care & enjoyment of our water resources*

## Minutes—LSRWA Board Meeting

**Brodhead Public Library, November 4, 2015, 5:30pm-6:45pm**

**Note: NO WATERSHED FORUM THIS EVENING**

## Handouts:

- 1\_Agenda
- 2\_Secretaries Report
- 3\_Treasurers Report
- 4\_Quotes for Accounting Services

## Agenda:

### 1. Welcome & Introductions—Susan Lehnhardt

Meeting called to order at 5:30 pm.

Directors present: Hansis, Andrews, Tripp, Sheaffer, Cardiff, Kaderly, Sampson, Reinstra, and Lehnhardt. A quorum is therefore present.

Directors absent/excused: Kubichka, Straub (call-in attempted)

Action Team Members present: Jill Sampson

Guests present: Bethany Storm, Tony Ends

### 2. Secretary's Report—Mindy Reinstra

September minutes were circulated and reviewed via email. **Motion by Tripp to accept minutes as read, Hansis second, motion carried 9/0.** Approved minutes will be posted to the website.

### 3. Treasurer's Report—Meredith Tripp (submitted electronically)

Treasurer's report was submitted via email by Tripp for review. There were no expenditures this month. A \$50 donation and \$100 membership were received (less \$4.95 PayPal fees) via our new website payment function set-up by Cindy Whitehead. The bank balance as of 10/31 is \$26,116.14; the General Fund contains \$2,042.12, and the PayPal account contains \$145.05. **Motion by Hansis to accept and approve treasurer's report as read, Cardiff second, motion carried 9/0.** Tripp requested approval to pay for annual membership dues to USRWA for \$100. **Motion by Kaderly to approve USRWA membership, Andrews second, motion carried 9/0.**

### 4. Action Team/Special Committee Reports

#### A. Organization—Nelson

1. Welcome New Board Members—Lindsay Andrews, Bob Sampson, and Peg Sheaffer (Lehnhardt)

Three new board members were approved by unanimous vote of the sitting board following the October board meeting (see appended E-voting results at the end of the minutes). New board members were introduced and welcomed, with an opportunity to share goals for their participation on the board.

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2. Part-time Employee—update (Hiring Committee: Cardiff, B. Sampson, Lehnhardt)

Three applications for this position were received, and interviews are being conducted this week by committee members. The committee will convene and prepare recommendations for the board to consider within the next week. A selection will be made by then end of next week.

3. QuickBooks Accounts—review quotes, select accounting services provider (Lehnhardt)

Lehnhardt circulated four quotes and a tabular analysis of services, rates, and fees to board members prior to the meeting. Quotes were discussed during the meeting. Key deciding factors raised and considered: cost, additional CPA services, perceived conflict of interest, and geographic proximity. **Motion by Sheaffer to accept the quote from Figi Tax & Accounting Solutions, LLC of Monroe, Cardiff second, motion carried 7/1, with Reinstra abstaining.** Lehnhardt will contact each service provider regarding outcome, and she will secure an agreement with Figi and coordinate a kick-off meeting/work session with the accountant to include Treasurer Tripp and Lindsay Andrews, who had previously initiated setting up the Chart of Accounts on the LSRWA laptop computer. Following the meeting and at Cardiff's request, Lehnhardt looked into the conflict of interest issue with attorney Mike Faust, and confirmed that the conflict of interest policy as stated in our bylaws allows contracting for professional services with board members, with full disclosure, board approval, and abstention from voting by the director(s). No action had yet been taken on the previous vote. **Motion by Cardiff to rescind the original motion in order to consider new information not available at the time, Tripp second, motion carried 10/0 via online voting process, Straub abstaining.** Following debate, **Motion by Tripp to hire Northern Lights Accounting to provide initial set-up of accounts and evaluate monthly financial services needed, Cardiff second, motion carried 10/0 via online voting process, Straub abstaining.**

4. Annual Member Meeting (Feb 29)—planning team selection (Lehnhardt)

Lehnhardt proposed changing the annual meeting theme from sustainable agriculture to watershed planning, given the recent release of the 2016 impaired waters list for Wisconsin, the growing importance of grassroots partnerships in developing and implementing water quality strategies, and need to continue to follow-through on our strategic plan. Andrews proposed that sustainable agriculture could still be included as an aspect of watershed planning, and all agreed. An annual meeting planning committee was formed and is comprised of **Reinstra, Andrews, Tripp, Sheaffer, and Lehnhardt**. The committee will convene soon to begin coordination efforts. Lehnhardt will talk with Nelson of the Organization Team about leading the planning team.

5. Annual Work Plan Review—coordination (Lehnhardt)

No discussion.

**B. Education/Outreach—Aslesen**

1. Seasons of the Sugar River—March show update, new proposal (J. Sampson)

Jill provided an update on planning activities for the upcoming third annual art show fundraiser *Seasons of the Sugar River* at the Monroe Arts Center. As previously reported, this season's event is scheduled for spring 2016, versus the fall scheduling of the 2013 and 2014 events. Jill is currently coordinating our proposal for next season's show, which is due by the end of this year. Jill met recently with Carol Aslesen and Susan Lehnhardt to consider themes and other details for next season's show. The proposed theme is "edges and transitions", to inspire landscape, ecological, and cultural artistic representations from the entire Sugar River Valley. Jill will also explore possibilities for lead-up outreach and educational activities throughout the year, such as an outdoor artist-led *Plein Air* workshop, with resulting works included in the show, and use of the LSRWA website for photo and writing competitions involving area schools.

**C. Technical (GIS, website)—Tripp**

1. Website O&M—update (Tripp)

Meredith will coordinate a Website Operations & Maintenance Team meeting over the coming weeks. She reported the very welcomed recent development of "donate" and "membership" buttons with online payment

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functions on our website by team member [Cindy Whitehead](#). The buttons have been tested, with resulting membership and donation payments made to our PayPal account. Meredith explained that payments going to our PayPal account are not automatically transferred to our bank account and must be requested. [Cardiff](#) proposed that money be transferred on a regular basis rather than be held in that account. Meredith also noted the positive activity on our website as the result of increased use of Facebook postings (largely by her and by [Carol Aslesen](#)), and she encouraged all board members and Action Team leads to contribute watershed related material on the LSRWA Facebook page whenever possible. [Meredith](#) will prepare and circulate a simple primer on how to post to our FB page for that purpose.

#### **D. Science—Lehnhardt**

##### **1. Watershed Planning—next steps, update (Lehnhardt)**

[Susan](#) is researching resources and key partnership opportunities for advancing watershed planning in our basin. Next steps will be to respond to the new draft impaired stream listings (see below) and to continue contacting partners to discuss and understand the various options for undertaking and funding a planning and implementation process.

##### **2. Phosphorus Sampling/2016 Impaired Waters Announcement (Cardiff)**

[Bob](#) provided a handout/factsheet regarding the new 2016 Impaired Waters List Updates, as well as a table summarizing the new stream listings in our basin. The factsheet provided a brief explanation of the reasons for the new listings, as well as for proposed delistings. A public comment period is open from October 27 to November 25 to propose changes to the list. [Susan](#) is drafting comments to propose changes that would advance watershed planning in the Sugar River Basin (see above). The draft comments will be circulated to the board for review.

##### **3. Presentations—Tripp, Cardiff**

[Pat](#) attended a recent presentation by Steve Carpenter, Director of Limnology at UW-Madison, on nutrient reduction strategies to improve water quality, with one of the important messages being that storm intensifications due to climate change are “overwhelming” the ability of our old best management practices to slow transport of phosphorus to surface waters. More needs to be done to reduce or remove phosphorus from the landscape particularly from the soils. He suggested a number of strategies to achieve reduction, removal, or immobilization of phosphorus. [Meredith](#) attended the Rock River Recovery Quarterly Networking Forum in October focused on Producer/Farm Solutions for Nonpoint Source TMDL Implementation. She made a good networking and resource contact with Mark Riedel the Rock River and Milwaukee Estuary TMDL Project Manager with the WDNR.

#### **E. Grant Writing Team—Cardiff, Lehnhardt**

1. River Planning Grant II—deadline extended, update (Lehnhardt)
2. River Planning Grant III—deadline extended, update (Lehnhardt)
3. Janelia Foundation Grant/Soil Carbon Story—update (Lehnhardt)
4. River Planning Grant IV—update (Lehnhardt)
5. New grant opportunities

#### **5. New Business**

#### **6. Adjourn**

The meeting was adjourned at 6:50pm.

**7. Next Meeting: December 2, 2015/5:30 – 6:45 PM. LSRWA board meetings are open to the public.**

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**RECORD OF ONLINE VOTING:****OCTOBER****New Board Member Approvals for Lindsay Andrews, Bob Sampson, and Peg Sheaffer**

An E-vote process was conducted following the October board meeting to consider a motion made by Tripp and seconded by Cardiff to allow further review of three candidate's applications and board agreement forms. This process was initiated on October 8 and completed on October 16. The final voting results are presented in the table below, indicating motion carried by a unanimous vote as required for actions conducted via email.

Director	Motion	Second	Yes	No	Abstain
Lehnhardt			X		
Cardiff		X	X		
Tripp	X		X		
Reinstra			X		
Hansis			X		
Kaderly			X		
Kubichka			X		
Straub			X		

**NOVEMBER****Motion to Reconsider**

An E-vote process was conducted following the November board meeting to consider new information relevant to the hiring of professional financial services. Motion by Cardiff and seconded by Tripp to rescind the November 4 vote regarding hiring professional financial services. This process was initiated on November 13 and completed on November 20. The final results are presented in the table below, indicating motion carried by a unanimous vote as required for actions conducted via email, with Straub abstaining.

Director	Motion	Second	Yes	No	Abstain
Lehnhardt			x		
Cardiff	x		x		
Tripp		x	x		
Reinstra			x		
Andrews			x		
Hansis			x		
Kaderly			x		
Kubichka			x		
Sampson			x		
Sheaffer			x		
Straub					x

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**Motion to Hire Professional Services**

An E-vote process was conducted following the November board meeting to consider a motion by Tripp and seconded by Cardiff to hire Northern Lights Accounting of Brodhead, owned by board member DeeAnna Straub, to provide initial set-up of accounts and evaluate monthly financial services needed. This process was initiated on November 20 and completed on December 2. The final results are presented in the table below, indicating a unanimous vote as required for actions conducted via email, with Straub abstaining.

Director	Motion	Second	Yes	No	Abstain
Lehnhardt			x		
Cardiff		x	x		
Tripp	x		x		
Reinstra			x		
Andrews			x		
Hansis			x		
Kaderly			x		
Kubichka			x		
Sampson			x		
Sheaffer			x		
Straub					x

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