

**BOARD OF DIRECTORS MEETING MINUTES  
WEDNESDAY, JANUARY 27, 2021**

**Attending** Patricia Cicero, Eric Compas, Ashley Roscoe, Monty Baker, Sue Josheff  
**Absent** Joe Zakovec  
**Executive Director** Becca Dymzarov

**Call to Order:** Board President Eric Compas called the meeting to order at 5:18 PM

**Approval of Minutes:** Patricia Cicero made a motion to approve January 6th 2020 meeting minutes with amendments. Monty Baker seconds. Motion carries.

**Announcements:**

**Addie Schlüssel:** Accepted the position. Will be starting March 1<sup>st</sup>, but will be attending a few meetings in February. Eric to send a ‘welcome’ email to her.

**New Student Board Member:** Brought up the idea to bring on a new student board member. Board agrees that it is a good idea. Eric to find the position description document and post on the UW-W Listserv. Becca to also post on the Nelson Institute Board.

**Reports:**

**Executive Director Report:** Wisconsin Water Week letter going out. We are hosting Thursday. It cost \$20 per person, and we will get the proceeds. Becca wants to offer free day to volunteers and members to be 50% off. Board members and invited speakers would also be free.

**Treasurer’s Report:** Tara is working to close the books. Around \$4,800 in the black for RRC Operating to carry over. Income was around \$30,000 for RRC Operating. Ashley Roscoe makes a motion to approve the Treasurer’s Report. Eric Compas seconds. Motion carries.

**Old Business:**

**Hiring Update:** The hiring committee also interviewed one person for the communication position. They were interested in two people, one person already committed to another job. Two more applications came in today. The committee will give it another week to get more applications. Becca emailed an individual who was interested in the AIS position to see if she was interested in the communications position.

**Credit Cards for Staff:** Was brought up from last year. Tara wants them to be able to have purchasing cards, so they don’t have access to the credit card account. Tara did look into it. Patricia talked with Tara and they thought Tara, Shannon, and Addie should have a card each. After Tara is done with ending the books for the year, Tara will figure out exactly what forms we need. Patricia makes a motion to direct Tara to figure out the paperwork to get cards (either purchasing or credit cards, whichever one is most conservative) to the book keeper, administrative assistant, executive director, and stream monitor coordinator. Sue Josheff seconds. Motion carries.

**2021 Budget:** First to decide if our estimated memberships are a good estimate. Board agreed on estimates for membership. Tweaked around the donations budget for 2021. Reviewed expenses. Reviewed overall 2021 budget. Eric Compas makes a motion to give the book keeper (Tara) and the Administrative assistant (Shannon) each a 3% raise. Ashley Roscoe seconds. Motion carries. Ashley Roscoe makes a motion to approve the 2021 budget. Sue Josheff seconds. Motion carries.

**Org Assessment Update:** Two focus groups schedules. One for Feb 8<sup>th</sup>, one on Feb 2<sup>nd</sup>. Becca made the arrangements and Eric followed up. Eric to send a reminder to participants. The survey is done and will be sent out tomorrow, and it will be due within 2 weeks.

**New Business:**

**PPP Round #2:** Another pot of money available. Becca talked to the bank and they stated there was more money available and wasn't as worried as it running out. We may or may not qualify again. Eric makes a motion to apply for the PPP Round #2 and to apply for the maximum amount we are allowed. Patricia seconds. Motion carries.

**Update on Group between Hustisford & Watertown:** Some people got in contact with Patricia because they were concerned about the flooding between Hustisford and Watertown. They were talking about potentially becoming a chapter. Patricia and Becca both discussed this with them. Patricia shared Maunsha River Alliance chapter charters with him.

**Patricia Cicero moves to adjourn, Ashley Roscoe seconds. Motion Carries. Meeting adjourns at 7:42pm.**