

**Deer Lake Watershed Association**  
Board Meeting - Monday, December 9, 2019  
Carpenter Township Hall

CALL TO ORDER: the meeting was called to order at 6:19 p.m. by President Bill Cromell. Board members Present: Bill Cromell, Gail Blackmer, Sheila Vorland. Mark Smith and Chris Fischer participated via speakerphone connection. Alternate board member Val Cromell was present.

No others guests or members were present.

AGENDA REVIEW AND APPROVAL – The agenda was accepted as presented on a **motion** by Gail, **seconded** by Sheila.

PUBLIC COMMENTS: The floor was available for comments, questions, and statements from watershed members or others. No written or in-person comments were brought forward.

TREASURER’S REPORT: Sheila Vorland provided treasurer’s report. Current general fund checking account balance is at \$5200, the Continuous Outflow fund balance is \$1070, and the Watershed Protection fund is at \$575. Monies reserved for the CCC Camp Project are \$190, and the amount reserved to cover web site maintenance is at \$213. Sheila reported that In-kind donations, primarily beaver removal without payment requested, are valued at \$175. Further, Sheila provided annual income and expense projections for the association, based on assumptions of 100 paid memberships plus one lifetime member annually. Those projections give an overall budget projection of \$4700 in income, \$3400 in expenses, and \$1500 expenses in Continuous Outflow endeavors. Treasurer’s report was approved on a **motion** by Gail, **seconded** by Bill.

SECRETARY’S REPORT: Gail provided Secretary’s report, noting that the minutes from the October 2019 meeting had been distributed via email to board members prior to this meeting. A paper copy of the minutes is available at today’s meeting. Minutes of the October meeting incorporating edits and additions as provided by board members were approved on a **motion** by Sheila, **seconded** by Bill. Discussion was held on archiving meeting minutes on the website as well as emailing the most recently approved minutes to all members.

Gail produced correspondence received from Minnesota Department of Transportation with a renewal form for the Adopt a Highway program. DLWA has participated in this roadside cleanup program since 2002. Volunteers pick up litter along MN Trunk Hwy 1 from milepost 199 to 201. Bill **moved**, Sheila **seconded**, to continue with this program and send in the Agreement form for another two years. Motion carried.

COMMITTEE UPDATES

1. Continuous Outflow Committee

Boat Runs – Mark Smith reviewed the recruitment process for volunteers making boat runs down Deer Creek to monitor and work on removing beaver dams or vegetation blocking flowage. There will be a need for additional and more new volunteers who are able to do this. It was decided that an email blast will be sent out closer to spring to recruit volunteers, and Mark will write a newsletter article on the work of this committee.

2. Fundraising ideas for 2020 – Discussed possible events that could be held this summer, either sponsored by the DLWA, or privately sponsored by Deer Lake Charlie's with opportunity to donate cash to the organization. Gail will coordinate events initiated by the tavern. Board members are encouraged to think of new and different fund raising projects that the Association could sponsor.

3. CCC Camp Committee – No new information on this project is available at this time.

4. Membership committee – Val Cromell, committee chair, provided a written report on membership activities. Currently there are 116 paid memberships, including annual paid up household, business, Lifetime, and advance paid memberships. Val gave details of the membership list, including that 20 households were removed from the email list after being sent three renewal notifications with no response. Outreach will continue with 19 households due to be contacted with renewal notices at the start of 2020.

## OLD BUSINESS

### A. Ratification of Membership Renewal Policy

1. Gail **moved**, Bill **seconded**, to ratify the motion that had been previously passed by email vote, which stated: Expired members who have been sent expiration reminders up to three times and still have not responded will be removed from the membership list and the email contact list. Motion carried.

2) Sheila **moved**, Gail **seconded**, to adopt the website email signup policy which states: People who sign up to receive email communications from the DLWA will be added to the member list spreadsheet and begin receiving emails. They will then be sent an invitation and membership form to join the Association, if they do not enroll within six months of their signup date, they will be removed from the email contact list. Motion carried.

B. Treasurer/Bookkeeper position – the board discussed written procedures for this position and determined that policy should be outlined and referenced in the bylaws rather than including policy language in the body of the bylaws. Sheila and Val will work on this and present at a future meeting.

C. Grants – It was suggested that grant applications for help with funding water quality testing initiatives be re-submitted to local organizations for consideration.

D. Water Quality – Ongoing discussion item as there is much data to be considered. The board reviewed areas where historical data can be collected, such as lake levels, Secchi disc readings,

rainfall amounts, etc, and resource agencies to help such as the SWCD. As data is located, the board will work on putting it in graph form for analysis.

E. Membership dues split adjustment – Discussion held on the standard amount of each annual dues payment to be transferred to the Continuous Outflow Fund. Chris made a **motion** to move \$8.00 per membership payment per year to the Continuous Outflow Fund, in one lump transfer per year. Sheila **seconded**, motion carried.

F. Website Update – Chris reported on his work on the website and reminded the board of legal considerations of copyright rules. All pictures of people need a release form and even if there are no people, the picture must be taken by the person submitting it, i.e., must be original. The same is true of graphs or other information taken from another source. Chris also raised issues of number of megabytes that can be included in website pages. Discussion was held on if we should continue to post the semiannual newsletter archived on the website as pictures take up a lot of space, plus the consideration that the newsletter is a benefit of membership. The next newsletter will be composed and this discussion will continue at our February meeting.

#### NEW BUSINESS

A. Winter Newsletter – Bill had sent out a newsletter formation process working paper for the board to review. In it he outlined philosophy of using a newsletter to clearly communicate the intent and mission of the Association, printing factual information on the focus and actions that have taken place as well as educational topics for our audience. Publication schedule was discussed, particularly the time availability of our publisher. Assumption at this time is that articles will be solicited during December and into January, reviewed and proofread through January for compiling by mid-February and sent out as soon as final proofread is completed. Gail will act as coordinator, signing up authors of board-preferred topics by the end of December. Chris and Mark agreed to work on specific articles for this issue and will send draft copy to board members.

B. Expense form - Gail moved to approve for use the expense form as designed by Val. Seconded by Bill, motions carried.

Agenda items on AIS, DLWA goals and long term planning deferred to continuing discussion.

#### Adjourn

Sheila **moved** to adjourn at 8:25 p.m. **seconded** by Gail. Meeting adjourned.

Minutes submitted by Gail Blackmer, secretary.