

Gallatin River Task Force Board of Directors Meeting
Tuesday, August 9th, 3 pm
Big Sky Water and Sewer District
MINUTES

- 1) **Call to Order:** Ron Bowlin called the meeting to order at 3:01pm. Directors present include: Nancy Sheil, Rich Chandler, Rich Addicks, Rick Donaldson, Mike Richter, San Goveia. Staff members present include: Kristin Gardner, Stephanie Lynn, Emily Casey.
- 2) **Approval of Minutes:** Rich C. voted to approve the minutes from May & June's board meeting, the motion was seconded by San.
- 3) **Financial Report:** Mike voted to approve the minutes from May & June's board meeting, the motion was seconded by Rich C.
- 4) **Fundraising Report (Kristin)**
 - i) Gallatin River Forever Campaign: the board accepted Kristin's suggestion to delay the fundraising plan until September after the next Bannack meeting when we will have the results from the feasibility study and a better idea about the upcoming campaign. San, Rick D, and Ron B expressed interest in attending the presentation and recommended that it be scheduled during the first two weeks of September.
 - ii) Fly Fishing Festival Recap/Suggestions for next year: Andrea was not present during this meeting and Kristin doesn't have all the financials yet from the sold out Banquet, but guest generally tended to have a great time. Rick D and Rich A suggested that we reach out earlier to outfitters for their support, even as early as January to amp up especially the outdoor festival which lacked attendance this year compared to last year. Rick D also suggested specifically to reach out more contacts in the West Yellowstone area as they had expressed interest in participating.
- 5) **New Business**
 - a) Employee change
 - i) Contracted or not: Kristin, Andrea, and Steph are officially employees now. Kristin is still waiting to hear back from her consultant on workman's comp and other logistics that come with this change. Rich C. expressed that we might want to outsource for HR experience and has a person in mind that we can contact. Kristin is not sure if staff should have contacts like before under this new status and is continuing to research this, her consultant says there's no advantage to being contracted or not and that it just depends on what the organization wants. Another issue to consult on: hiring/firing stipulations and procedures for the state.
 - ii) Job descriptions: Kristin said that the current workplan & scope of work the staff uses can be used as a base to develop the job descriptions.
 - iii) Personnel handbook: Kristin is planning on using other non profit handbooks as a template in developing GRTF's but Rich C and other board members expressed strong interest in outsourcing for more consultation on this by someone with experience in this field.
- 6) **Old Business**

- a) Annual Budget: In general, we are seeing a 75% increase in income compared to last year but big unknowns like the campaign and planning for new development help have paused the board approval of the annual budget until the next boarding in September when some of these uncertainties will be known (or more known than now). Kristin is planning on consulting with Lori Addicks to help plan for future organizational development.
- b) Annual Work Plan: Kristin briefly read through the items on the work plan for board approval. In general the plan is based off past years work plans but items E, F, and G are new. San moved to approve the work plan, the motion was seconded by Rich A.
- c) Annual Communications Plan: The plan is similar to the board approved document from January, the major change is to incorporate more outreach with the press and keeping them in the loop. Steph plans to develop a media toolkit for this purpose during winter 2016. San moved to approve the communications plan, the motion was seconded by Mike R.
- d) Education & Communications Program Updates (Stephanie): Updates include: the HOG Youth FF camp was a success and GRTF is planning on hosting it again next year except changing the structure to beginner and advanced instead of age-based, Steph has been working with Camp Big Sky campers, Kristin, Steph, and Emily taught a watershed activity and water conservation activity during 2 days of Camp Moonlight, GRTF hosted a Hike & Learn Restoration and Water Quality hike through BSCO focusing on local water quality and our restoration projects in the West Fork, and Steph is continuing to promote our upcoming pebble count events to get more volunteer help.
- e) Drought/Water Conservation Planning Update (Emily): Emily submitted a skeletal outline of the Upper Gallatin Drought Management Plan at the end of June and has not updated it since then, she will continue to work on it throughout early fall and beyond. Emily proposed a budget estimation for an upcoming conference in Las Vegas on October 5-7 that is focusing on water conservation and water efficiency in hopes that the board would fund her and Kristin going. The board expressed support for wanting to attend but is suggesting that the WSD pay for the trip, Emily will reach out and see if that can work. Emily also plans to launch the first phase of the Big Sky Water Conservation Program by the end of summer and is working on the rebate forms for toilets, showerheads, and clothes washers this week and is hoping to schedule meetings with the other water managers we have partnered with in the next 2 weeks.
- f) PBR Thank You: We raised \$10,500 as the Calcutta benefactor during PBR. Rich A suggested an appropriate thank you to Outlaw might be a really nice framed photo of Gallatin scenery signed by all board members and staff.
- g) Board Meeting Schedule: Ron B suggested that we go back to the 2nd Tuesday of every month.

7) **Upcoming Events**

- a. Friday, August 12th, 9 AM – 4 PM: Volunteers needed for pebble count. Contact Stephanie.
- b. Friday, August 19th, 9 AM – 4 PM Volunteers needed for pebble count. Contact Stephanie.

- c. Friday, August 22nd, 9 AM – 4 PM: Volunteers needed for pebble count. Contact Stephanie.
- d. Monday, August 29th at 2 pm: River cleanup at Community Park Pavilion
- e. August 31st, 1-4 pm: Big Sky Sustainable Water Solutions Forum stakeholder meeting
- f. September 1st & 2nd: Water Quality Monitoring & Member's Only Event
- g. Tuesday, September 20th: Realtor Education Course on Water at Big Sky Resort
- h. Saturday, September 24th: Telluride Mountainfilm at Lone Peak Cinema
- i. September 28th 1-4 pm: Big Sky Sustainable Water Solutions Forum stakeholder meeting at the Big Sky Water and Sewer District conference room.
- j. October 19th/20th: Restoration Workshop
- k. October 24th – 26th: Montana Watershed Coordination Council annual workshop
- l. November 3rd, 1-4 pm: Big Sky Sustainable Water Solutions Forum stakeholder meeting at the Big Sky Water and Sewer District conference room.
- m. December 6th, 6-8 pm: Public Town Hall meeting for Big Sky Sustainable Water Solutions Forum location to be determined
- n. Next board meeting date: Tuesday, September 13 3pm at WSD.

8) Open Discussion

- a) Project Contracts: Rich C suggested we develop a project contract template similar to Earthworks for any new projects we decide to take on for more ease of process.
- b) Board/Staff BBQ: Early September

9) Adjournment: Called to adjournment by Ron B. at 4:40 PM.