

Gallatin River Task Force Board of Directors Meeting
January 10th, 2017, 2:30 pm
Big Sky Water and Sewer District
MINUTES

1. **Call to Order:** Vice-chair, San Goveia, called the meeting to order at 2:39 PM. Other board members present included: Rich Chandler, Ron Edwards, Mike Richter, and Rick Donaldson. Staff members present included: Kristin Gardner, Steph Lynn, Andrea Saari, and Emily Casey.
2. **Approval of Minutes:** Mike made a motion to approve the minutes from December's board meeting, and Rich C. seconded. Motion carried unanimously.
3. **Financial Report:** Rick D. and Kristin have been working together to revise QuickBooks file to more efficiently and effectively address the needs of the organization. Kristin adjusted the grant-tracking table to show amount spent by the end of each month. Ron E. made a motion to approve the financial report and Rick D. seconded. Motion carried unanimously.
4. **Fundraising Report (Andrea)**
 - i. Membership report: In 2016, our fundraising efforts in neon (includes Patagonia, workshops) raised \$72,000 for the Task Force. We gained 3 new members in December.
 - a. Business membership updates: Plaques and door decals/stickers will be used to recognize businesses that become members. Rick D. also suggested they be recognized at FFF.
***Action Item: **Andrea** will compile a list of businesses to approach using the Chamber business list and FFF sponsors and disperse it among board and staff to make appeals at next board meeting.*
 - ii. Major Donor Thank you: Kristin has thanked Jason Middlestaedt. San will thank Jack McGuire.
 - iii. Fly Fishing Festival Updates
 - a. F3T: Scheduled for 3/22/17 5 & 8PM at Lone Peak Cinema.
 - b. Sponsorship packet: Staff is working with Outlaw on a sponsorship packet and poster.
 - iv. Gallatin River Forever Campaign: In a recent meeting, Chase recommended hosting an event for campaign prospects. Andrea and is working on logistics of a sleigh ride at Lone Mountain Ranch. Andrea and Kristin requested that board and staff review the case statement and campaign budget so they can be finalized by the next board meeting. Andrea will start an endowment with Montana Community Foundation.
5. **New Business**
 - a. Board structure
 - i. Meetings (Kristin): Because board meeting length has increased over the past year or so, Kristin asked the board if they would be interested in having meetings every other month and doing more

business electronically. Rick D. and Rich C. spoke out in favor of keeping monthly meetings, and Ron E. suggested using a consent agenda approach to approve multiple motions at once, specifically the minutes, financial report, and fundraising report. This approach will leave more time allotted for agenda items that require more board input/discussion. Ron E suggested creating simple 1-2 page summaries of financial and fundraising reports before the board meetings so board members can look over and be prepared to make motions by the time of the meeting. *Action Item: **Kristin** will use the consent agenda approach for the February board meeting.*

- ii. Committees & task forces (Kristin): While staff already reaches out to specific board members for guidance on projects (i.e. Rick D. for QuickBooks with Kristin, Rich A. for website with Steph), Kristin would like to formalize this in the form of committees to make sure that board members are participating in projects that they are most interested in. She suggested the following permanent committees: executive (ex. big organization issues, board development), finance, fundraising, and ad hoc committees: project bid review, water quality data, communications and marketing, new staff or board member search, FFF, and campaign. Steph suggested adding volunteer management. Committees/task forces could meet as often as needed, either in person, email, phone etc.
*Action Item: **Kristin** will discuss committees at next staff meeting and develop committee descriptions to present at next board meeting.*

- b. Electronic payments (Kristin): The board voted to change from staff paychecks to direct deposit.

6. Old Business

- a. Project bid protocols (Kristin): Mindy recommends developing project bid review protocols in case a contractor isn't satisfied. *Action Item: **Kristin** will work with Rich C. and Ron E to finish draft of project bid review protocols and send to the board for review.*
- b. Education & Communications Program Updates (Stephanie):
 - i. Water Quality Monitoring
 - a. Annual Water Quality Report: Steph is working on revising graphs for water quality report after a first round of input from board members.
 - b. January Water Quality Monitoring Event: January 13th and 14th at 9 am.
 - c. Fine Sediment Monitoring Protocols: Steph has been researching other potential methods to monitor fine sediment. Rich C. suggested reaching out to Confluence.
 - ii. Trout in the Classroom launch: Steph plans to launch the Trout in the Classroom curriculum in Mr. Hannah's 2nd grade by early February.

- iii. Website updates: Kristin, Steph, and Rich A met to discuss website update priorities. Steph asked board members to contact her if they would like to add content. Steph would like to have all board/staff pictures retaken for our website at the next board meeting.

7. Upcoming Events

- a. January 12th, 1-4 pm: Big Sky Sustainable Water Solutions Stakeholder Meeting at the Big Sky Water and Sewer District Conference room. Discussion will focus on defining desired outcomes for water resources.
- b. Wednesday, March 22nd, 5 & 8 pm: F3T at Lone Peak Cinema
- c. Next board meeting date: February 14th 3PM at WSD.

8. Open Discussion:

- 9. Adjournment:** San G called the meeting to adjournment at 4:20 PM.