

**Raccoon Creek Partnership  
Board of Directors Meeting  
December 30<sup>th</sup>, 2009  
Waterloo Aquatic Education Center**

**Attendance:** Rocky McNickle, Scott Schell, Natalie Kruse, Nigel Daniels, Amy Mackey, Rina Caldwell, Jen Bowman, Heike Perko, Amber Brookins, Dick Hogan

**Prior Meeting Minutes:** November meeting minutes were reviewed and approved by the board.

**Treasurer's Report (Amy Mackey):**

- Total RCP funds = \$9962.58 (\$3984.47 RCP General Funds, \$4978.11 DOW Grant, \$1000.00 WQS donation)
- Membership drive successful, brought in about \$200
- This will be Amy's last treas report, transferring all books to Amber Brookins.

**WAEC Grants and Outreach / Education Meeting (12/11/09) Update (Rina Caldwell, Heike Perko):**

- Evaluated the WAEC mission statement to see if we are meeting our objectives. Decided that we need to focus on increasing community outreach and involvement throughout the watershed.
- Discussed the focus of Rina's grant search. Rina will be looking into / applying for several grants during her AmeriCorps term. Grants discussed include:
  - OEEF \$5000 mini grant, due mid January. Carol Khure offered to assist with writing the grant. Would be used for community outreach and to facilitate teacher workshops.
  - Diagnostic Hybrids. Rina will review the grant that was written in 2007, revise, and resubmit. Funds would be used to purchase a bulletin board for the center. Heike will provide Rina with the previous grant.
  - ODNR Step Outside Grant. Could be used to provide busing for schools to attend activities at the center.
  - Captain Planet. Applying for funding for an organic garden at the center. Potential to work with CFI and local food banks.
  - One by One grant. Large printing company donates items to non-profits daily. Can apply at any time. Plan to ask for reusable water bottles with the RCP logo on them to be used at day camps.
- Plan to increase outreach efforts throughout watershed.
  - Amber and Amy will reconnect with Hocking College Wildlife and Interp clubs to recruit volunteers.
  - Rina is planning school and library programs throughout the watershed.
  - Heike will represent WAEC during SECO (Science Education Council of Ohio) meetings.
  - Dick will look into bringing sustainable living and permaculture concepts to WAEC.
  - Natalie will contact some service organizations at OU to see if they can do a fundraiser for us (sororities, fraternities, environmental and wildlife clubs etc.) and ask staff at OU to teach a session this summer at Waterloo.
  - Heike will help Rina set up visiting school districts during superintendent meetings;
- 2010 Spring, Summer, Fall camps and other activity dates were selected (all are posted to the website [www.raccooncreek.org](http://www.raccooncreek.org)).
- Jen mentioned writing a grant for a volunteer monitoring program, similar to Ohio Volunteer Naturalist Training. Participants would be trained on EPA water sampling protocol, then in return,

participants must donate 40 hours of their time to sampling in local watersheds. Would get people involved and gather water quality data. Could possibly work into a future OEEF grant.

- Next meeting date: Feb 12<sup>th</sup>, 6:00 p.m. location TBA

#### **Waterloo Update (Heike Perko):**

- Annual Report for DOW has been completed and will be submitted on time.
- Dan and Heike will winterize the building. Board approved the purchase of antifreeze for pipes. Plan to re-open the center late March for April camps.

#### **Water Quality Specialist Update (Amy Mackey):**

- Sampling
  - East Branch Phase II pre construction (3 slag beds will be constructed in spring 2010).
  - WB Harble Griffith pre-construction (awaiting 319 approval)
  - EB Phase I projects (still needing maintenance, planned for 2010)
  - DONE WITH ALL PROPOSED 2009 SAMPLING!!!
  - MAIS ID complete (except for a few that Kelly Johnson needs to review). Now working on entering data and calculating scores.
- Other
  - Working on 2010 monitoring plans
  - Web updates (all 2010 WAEC dates on web)
  - Data entry (current through 2009)
  - Presented with Rina at Hocking College fish and wildlife careers class Dec 1<sup>st</sup>. A lot of interest in RCP and AmeriCorps program.
  - Attended SEOW council and RC&D meetings to give WQS and RCP updates.
  - Trained Molly on RCP website so that she can add Water Trails Info
  - Working on a generic RCP ppt for board to use as outreach.

#### **Water Trails Update (Rina Caldwell):**

- There is a concern about liability of private landowners for injuries at access points. Douglas Lead of ODNR said that they would be liable and recommended all access points to be on public property. Ohio Revised Code states that landowners are not liable for injuries unless charging a fee for the use of their property. May be able to have Sowash look into this?
- Will combine RCP and RCWTA membership list so that all are receiving updates and minutes. Rina will send RCWTA list to Amy.
- RCWTA will transfer their funds to the RCP account in January.

#### **AmeriCorps Update (Rina Caldwell):**

- Put together Outreach Outline with everyone's ideas. Outline will be posted to the web with the minutes.
- Winter / Spring Youth Outreach Schedule:
  - January – Kids on Campus
  - February – Schools
  - March – Library programs
  - April – Day Camps
- Rina will develop a form letter about upcoming outreach for Heike to distribute to SECO.
- We may be able to utilize OU vans for camp transportation if we can recruit some volunteers from the OU Honors Tutorial College (HTC). Jen and Natalie will look into Voinovich Scholars.

**Coordinator Update – mgt. plan, hiring process RC Coordinator, 2010 Coordinator work plan from grant review (Jen Bowman):**

- Elk Fork Action Plan has been submitted and is awaiting review by Division of Soil and Water. When approved, RCP, VSWCD, and ASWCD will be asked to endorse the plan.
- Still in the hiring process for the RC Coordinator. Working on contacting applicants (slow because of the holidays).
- 2010 Watershed Coordinator work plan will be a priority for the new coordinator when hired. Jen will email list of deliverables to RCP board for approval.
- OU Guy Riefler's engineering students looking into several RC projects (Lake Latrobe, Middleton Run) for 2010 class.

**Board elections and review by-laws (all):**

- In the future all new board members will be asked to read and sign a copy of the RCP bylaws to be kept on record at Waterloo.
- Overview of election error at 2009 annual dinner: It was thought that 3 positions were open for the 2010 board (to fill Jeff Calhoun's position, Rocky McNickle's position, and to fill Mike Schooley's expired term). We had 5 nominees (Amber Brookins, Dick Hogan, Vance Rannels, Mike Schooley, Natalie Kruse). RCP members elected Amber, Dick, and Natalie onto the board for 2010. Upon further investigation of RCP board member terms, it was found that Mike's term was not expired, but Heike Perko and Scott Schell's terms were expired and they needed to be nominated and elected for another term. To remedy this situation, RCP announced the 2 open positions (Scott and Heike's) and accepted nominations.
- Since Scott and Heike were the only 2 nominations received, they were voted back onto the board for another 2 year term.
- Mike Schooley chose to resign to allow the new board members to remain. Mike sent his resignation letter 12/29/09. He expressed interest in returning to the board if a vacancy exists in the future.
- 2010 board members: Heike Perko, Natalie Kruse, Amber Brookins, Amy Mackey, Molly Gurien, Scott Schell, Dick Hogan.
- 2010 officers will be:
  - Chair – Heike Perko
  - Vice Chair – Natalie Kruse
  - Treasurer – Amber Brookins
  - Secretary – Amy Mackey
- Amber will get OUCU account switched to her name since she is now treasurer.

**Officer Duties and Processes (All):**

- Secretary will take minutes at meetings, send membership receipts, maintain the spreadsheet of board member terms and present to the board before the annual meeting elections each year.
- We need to make sure that our members are receiving receipt and thanks of their donation. New process will be: Checks and membership info comes to coordinator, coordinator enters all data into ODB database, prints receipts, then sends checks to treas for deposit. Monthly (at board meeting), the coordinator will submit all receipts to the secretary who will mail the receipt along with the members' complimentary RCP sticker.
- Chair will be responsible for emailing or mailing monthly minutes, event invites, volunteer requests, etc to membership.
- Board approved purchase of postage stamps to mail receipts and updates to those without email.

**2010 Strategic Outline (All):**

- 2008 plan was reviewed and changes made to update the plan.
- The spreadsheet will be updated and submitted for further review at the January meeting.

### **New Business / Announcements / Upcoming Events**

- Amy passed around a thank you card for Tom from VSWCD who donated the tables to the center.
- Margie Kramer interested in helping to organize a library and history section at Waterloo, Jen recommended an RCP history video explaining who we are.
- Scott will be speaking at the Fish and Wildlife Society Meeting in February at the Faucet Center.
- There are several videos pertaining to Raccoon Creek (Mitch Farley, Heike, and Ben McCament) posted on the Voinovich School website. Amy will add a link to the RCP page and Amber will add a link to Facebook.

### ***\*Action Items\****

#### **Scott**

- ✓ Ask Sowash about Water Trails access points

#### **Amber**

- ✓ Reconnect with Hocking College
- ✓ Get RCP account out of Amy's name
- ✓ Video link to facebook

#### **Heike**

- ✓ Send old DHI grant to Rina
- ✓ represent WAEC during SECO (Science Education Council of Ohio) meetings
- ✓ help Rina set up visiting school districts during superintendent meetings
- ✓ submit WAEC annual report
- ✓ winterize center
- ✓ monthly updates to RCP members

#### **Molly**

- ✓ Transfer RCWTA funds to RCP account, work with Amber.

#### **Dick**

- ✓ look into bringing sustainable living and permaculture concepts to WAEC

#### **Amy**

- ✓ Reconnect with Hocking College
- ✓ Video link to RCP page

#### **Natalie**

- ✓ contact some service organizations at OU to see if they can do a fundraiser for us (sororities, fraternities, environmental and wildlife clubs etc.) and ask staff at OU to teach a session this summer at Waterloo.
- ✓ Research use of Voinovich Scholars at Waterloo to use OU vans

#### **Jen**

- ✓ Research use of Voinovich Scholars at Waterloo to use OU vans

- ✓ email list of deliverables to RCP board for approval

**Rina**

- ✓ GRANTS!
- ✓ School and library programs
- ✓ Send water trails member list to Amy
- ✓ develop a form letter about upcoming outreach for Heike to distribute to SECO

***ALL!***

- ✓ read and sign a copy of the RCP bylaws to be kept on record at Waterloo. Bring to Jan meeting!
- ✓ Review strategic outline for 2010.
- ✓ Review RC coordinator deliverables.

**Next Meeting January 27<sup>th</sup>, Location TBA 6:30 p.m.**