MINUTES: Yahara WINs Executive Committee meeting:

DATE: 6/28/17

TIME: 12:30 PM (approx)

LOCATION: MMSD Maintenance Training Facility and over the phone

Executive Committee:

X Kathy Lake, President
X Gary Huth, Vice President
X Greg Fries, Secretary
X Jeff Rau, Treasurer
  Tom Wilson
X Kevin Connors, Dane County Representative (outgoing)
X Laura Hicklin, Dane County Representative (incoming)
X Bob Uphoff, Yahara Pride Farms Representative
X James Tye, Clean Lakes Alliance Representative
X Paul Kent, MMSD Corporate Counsel
X Dave Taylor, YAHARA WINS Consulting Director


1) Lake called the meeting to order at approximately 12:33 PM, welcoming all present and on the phone.

2) Reallocation of funds for the Rock County agreement – At the June 13, 2017 meeting a motion was made that Lake and Rau were to recommend a fiscal proposal to reallocate funds to allow the agreement with Rock County to be amended providing additional funds for practices and staffing. A budgetary proposal was provided with the documents for this meeting documenting the accounting to provide those funds. Fries made a motion to accept the proposal which was seconded by Rau. Discussion followed regarding the reasons for the funds coming from unused grant dollars vs. being pulled from our operating reserve. The vote was called, unanimous approval.

3) Modified Rock County Agreement – Discussion was led by Lake and Taylor regarding the revised and executed agreement regarding the terms of the agreement and WINS limits on control of how the funds can be requested in time. The way the agreement is written it is possible if extremely unlikely that all funds could be requested in 2017. Discussion followed and it was agreed that no action need be taken on this item and that no addendum to the agreement would be pursued until the next full agreement with Rock County was up for discussion at which time the expectation was that a more detailed and explicit agreement might be pursued.
4) Approval of the 2017 agreement with YAHARA PRIDE Farms. The agreement was provided with that packet for this meeting. Rau moved approval, Fries seconded. Discussion followed primarily centered on the fact that administrative costs are a higher percentage for YAHARA PRIDE as compared to Rock County. A strong statement of support for volunteer groups was made by Tye, that they have to learn the processes that work for their group and that these costs will come down over time. Additional discussion included that we as an Executive Committee have not set a limit on the ratio of dollars spent to practices vs. administrative costs. The vote was called, unanimous approval.

5) Update on RFP for informational video. Taylor reported that he had been in contact with 10 firms and had 3 proposals in at the time of the meeting and that they were due on 6/29/2017. A volunteer sub-group has been selected that will review/rate the proposals and that group has been granted the authority to accept a proposal by the Executive Committee.

6) WINS Logo and newsletter – Taylor reported that that the District has agreed to provide support to create a WINS logo that can be used on promotional documents and displays. Additionally, discussion was had that creation of a newsletter that could be provided to the members of the group and shared beyond the larger group. There was broad consensus that getting WINS name and achievements more generally known and recognized was a good idea. The District has offered to provide assistance for this effort through the District’s Communications Manager. The Executive Committee agreed that this effort of developing a newsletter should proceed.

7) Independent contractor agreement – Kent presented that the agreement to hire Taylor has been signed and that it was modified slightly from that approved by at the June 13, 2017 meeting to adjust the name of Taylor’s LLC and other minor technical edits. The agreement is renewable annually and can be ended without cause, upon 30 days written notice by either party.

8) Other business – Connors indicated that this is his last meeting as he is retiring and that Hicklin will be the new Dane County Representative.

Taylor indicated that he will be representing WINS on the Healthy Farms Healthy Lakes Task Force.

Taylor indicated that he will be speaking at the Soil and Water Conservation Society Conference on July 30th, 2017.

Lake indicated that the next meeting is set for September 13, 2017.

9) Huth made a motion to adjourn, Second by Rau – Vote called, unanimous.