



Illinois Valley Watershed Council
331 E Cottage Park Suite 1B - P.O. Box 352
Cave Junction, OR 97523
Phone: 541-592-3731

Monthly Watershed Council Meeting Notice and Agenda
Thursday, September 10th, 2026
331 E Cottage Park Drive Suite 1 or Join the [Zoom Meeting](#)

Topic: Illinois Valley Watershed Council Monthly Meeting
Time: September 10th, 2026 6:00 PM Pacific Time (US and Canada)

Meeting ID: 869 6068 6555

Passcode: SaveFish

For Phone in:

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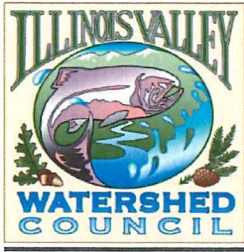
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- I. **6:00 PM: Call to Order**
- II. **6:02 PM: Acceptance of Minutes**
- III. **6:05 PM: Acceptance of Financial Reports**
- IV. **6:10 PM: Committee Reports**
 - a. Recruitment & Development (BoD recruitment update)
 - b. Policy (Schedule for 10am Tuesday September 22nd)
- V. **6:20 PM: Old Business**
 - a. "Fall" back to 5:00pm meeting start time yet?
 - b. Movie Night
 - c. Staff Succession Plan (discussion/action)
- VI. **6:45 PM: New Business**
 - a. Revision of BoD Recruitment Policy (discussion/action)
 - b. Recognition of Finance & Office Manager's successful probationary period and related raise recommendation (discussion/action)
 - c. ?!?
- VII. **6:50 PM: Council Updates & Staff Reports**
 - a. Staff reports
 - b. Board Action Items/Homework
- VIII. **7:00 PM: Partnering Agency Reports**
- IX. **7:05 PM: Public Comments** (Relating to this agenda or IVWC Operations)
- X. **7:10 PM: Adjournment**



September 2026 Executive Director's Report

(2 Sep 2026)

Personnel: Heather successfully completed her position's mandatory 90-day probationary period at the end of last month. She has been an incredible asset for us already and is rapidly becoming adept at her job's many duties and responsibilities. I'm recommending a wage increase from \$20.00 to \$21.50 per hour, effective 16 September 2026, the start of the next pay period. The increase fits within the current approved budget, and I've placed it on the agenda for board action.

Movie Night: I'm still planning to contact the Southern Oregon Guild of Artists and Artisans about the possibility of partnering with them for future events (they'd shown a movie for the community recently).

Board Recruitment: There are currently three people considering applying that asked for applications be sent to them. I don't know how to read the level of their interest, but I'd say one of the three seems a little more serious about it than the other two. Again, it's really an unknown. We received positive feedback about our segment on KXCJ-105.7 FM radio talking about the Council and recruitment, but I haven't been contacted by anyone that said they'd heard it. I did hear recently from a person who was responding to the IV News article I wrote and ran in last month's printed edition. I'm waiting to hear back from Forrest with the IV News to start working on an ad to run in the paper to see how that goes. I will be reaching out to everyone who I've been in touch with since early last month about recruitment to invite them to attend our meeting. I am surprised by the amount of time it takes to effectively keep up with and deal with the communications that have been generated. So far we've had 19 people I've engaged with about our board recruitment since early August. Wow. Grateful.

Staff Succession Plan: We postponed diving into the plan last month beyond formally acknowledging my retirement date (31Dec2027), so let's get into it this month. I'm looking forward to hearing your feedback on it, answering questions, and discussing next steps at the meeting. Pending award notification from NFWF for the Upper East Fork project, I'm postured to advertise the Community Engagement Coordinator position. I'm thinking about flying my position at the same time. Both will be advertised on an open until filled basis.

Upper East Fork Project: I'm waiting for Steve Burns to take a look at the draft 'Purpose & Task' document I wrote that ODFW needs to develop a new grant agreement with us. By way of reiteration, ODFW is partnering to the tune of \$50K for road treatments on the Oregon side of the project. I'm planning to submit it to ODFW's Geoff Gerdes after Steve reviews it and before the holiday weekend. Still no word from NFWF regarding our proposal to them for the project, but it's a bit early yet... they'd said mid-September for award notifications. It'd be great to hear before our meeting next Thursday.

Native Plant Restoration Project: The crew is still collecting native seeds in the fire scar area. We entered into an agreement with H&S Oil Company to use their cardtroll system for fueling the rented vehicle used for the project. When not in use, the vehicle is stored behind the locked gates at the Forest Service's (FS) Wild Rivers District (WRD) compound on the south end of town. The keys and credit cards are kept locked up at our office when the vehicle is not in use. Heather and I plan to submit our reimbursement requests to the FS monthly. Our next submittal will be right after the Labor Day holiday. WRD Botanist Adam Corcoran conveyed to John Bellville today that he's interested in expanding the project's invasive weed control aspects by an additional \$50K that he has secured. That's to be added on to our existing agreement with

IVSWCD to administer the project and another important infusion of funds for us. We're still finding our stride with this project but it is working out well.

2026-27 FS Spawning Survey Project: Steve Burns has been busy with in-water projects lately and hasn't had time to modify the SPA yet (Special Project Agreement) that will secure the funds and work. It's a bright green blip on his radar screen now and will be in place well ahead of the survey season. Steve reported he was unable to secure funding for habitat survey work, only spawning survey funding. I'm glad the longstanding surveys can continue another year.

Water Quality Monitoring: IVSWCD sampling is winding down for the year. We are expecting to receive USGS's analysis report about what the passive samplers collected last year any time now. Stay tuned.

Miscellaneous: Zoe and I have started meeting to pull info together relative to the Nickel Mining issue. With her background, she's well-positioned to take a lot of that work off my plate and I'm very grateful for that. Ha, there's too many things to add to this section again this month. Come to the meeting and hear about them. 😊

In service to our shared mission,



Kevin O'Brien, Executive Director

Meeting Minutes

Meeting Called to Order August 13, 2026 at 6:02 pm by **Carol Crawford**, Chair.

ATTENDEES

ZOOM ATTENDEES

ABSENTEES

Carol Crawford		Patty Downing
		Katrina Poydack
		Bill Joerger
	Zoe Raihl	
Guest – LeahMarie O'Neill		
Heather Gilinsky, Staff		
Kevin O'Brien, Staff		

SCRIBE

Notes were taken by: Heather Gilinsky

- Minutes: The minutes of the July meeting were presented to the council for review.
 - Katrina Poydack made a motion to approve the minutes after correction made.
 - Carol Crawford seconded the motion.
 - The minutes were unanimously approved.
- Financials: The Financial Reports for July 2026 were presented to the Council for review.
 - Zoe Raihl made a motion to accept the May and June 2026 financial reports.
 - Katrina Poydack seconded the motion.
 - The motion was unanimously approved.
- Katrina Poydack made a motion to acknowledge Kevin O'Brien resigning by December 31, 2026.
 - Zoe Raihl seconded the motion.
 - The motion was unanimously approved and a discussion followed.
- Carol Crawford made a motion to accept the description of the Executive Director position.
 - Katrina Poydack seconded the motion.
 - The motion was unanimously approved and a discussion followed.
- Katrina Poydack made the motion to accept the description of the Community Engagement Coordinator position.
 - Zoe Raihl seconded the motion.
 - The motion was unanimously approved and a discussion followed.

NEXT MEETING•

The next monthly meeting is to be held at **6:00 pm on September 10, 2026.**

ADJOURNMENT:

Meeting Adjourned by Carol Crawford- Chair, at 7:20 pm.

Approved Minutes: Signature _____ Date _____

Illinois Valley Watershed Council
Profit & Loss
August 2026

	Aug 26
Ordinary Income/Expense	
Income	
Contributions Received	
Contributions - Unrestricted	44.37
Total Contributions Received	44.37
Grants Received	
Government Grants	19,791.60
Total Grants Received	19,791.60
Total Income	19,835.97
Gross Profit	19,835.97
Expense	
Contracted Services	1,172.08
Other	
Advertising	64.86
Copier Lease	69.70
Internet Services	21.25
Payroll Fees	150.00
Rent Expense	602.00
Telephone	308.82
Total Other	1,216.63
Printing & Copying	13.95
Reconciliation Discrepancies	521.85
Salaries & Wages	8,273.20
Training and Associated Travel	169.14
Total Expense	11,366.85
Net Ordinary Income	8,469.12
Other Income/Expense	
Other Income	
Reimbursement	265.43
Total Other Income	265.43
Net Other Income	265.43
Net Income	8,734.55

Illinois Valley Watershed Council
Profit & Loss
July through August 2026

	Jul - Aug 26
Ordinary Income/Expense	
Income	
Contributions Received	
Contributions - Unrestricted	368.74
Total Contributions Received	368.74
Grants Received	
Government Grants	35,621.35
Total Grants Received	35,621.35
Total Income	35,990.09
Gross Profit	35,990.09
Expense	
Contracted Services	3,511.66
Donation	50.00
Insurance	
Auto Insurance	516.00
Total Insurance	516.00
Other	
Advertising	64.86
Copier Lease	69.70
Internet Services	42.50
Payroll Fees	375.00
Power	74.34
Rent Expense	1,676.50
Telephone	463.23
Total Other	2,766.13
Printing & Copying	23.30
Project Expenses	
Contract Labor	82.50
Total Project Expenses	82.50
Reconciliation Discrepancies	521.85
Salaries & Wages	22,505.49
Supplies & Materials	69.25
Training and Associated Travel	
Mileage	364.17
Total Training and Associated Travel	364.17
Total Expense	30,410.35
Net Ordinary Income	5,579.74
Other Income/Expense	
Other Income	
Refunds	277.73
Reimbursement	646.45
Total Other Income	924.18
Net Other Income	924.18
Net Income	6,503.92

Illinois Valley Watershed Council
Balance Sheet
As of August 31, 2026

	Aug 31, 26
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	127,202.06
CommunityBusiness Savings	1,925.10
IVWC PayPal	702.27
Stripe Account	-0.18
Total Checking/Savings	129,829.25
Accounts Receivable	
Accounts Receivable	-154.03
Total Accounts Receivable	-154.03
Total Current Assets	129,675.22
TOTAL ASSETS	129,675.22
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-1,489.61
Total Accounts Payable	-1,489.61
Credit Cards	
Umpqua Bank CC IVWC	395.20
Total Credit Cards	395.20
Total Current Liabilities	-1,094.41
Total Liabilities	-1,094.41
Equity	
Unrestricted Net Assets	124,265.71
Net Income	6,503.92
Total Equity	130,769.63
TOTAL LIABILITIES & EQUITY	129,675.22

Illinois Valley Watershed Council

9/2/2026 2:35 PM

Register: Checking Account

From 08/01/2026 through 08/31/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/05/2026	1422	Cardmember Services	Umpqua Bank CC IV...		826.06			118,093.83
08/05/2026	CPA24-4		Reconciliation Discrep...		521.85			117,571.98
08/06/2026	1424	Kevin O'Brien	Accounts Payable		169.14	X		117,402.84
08/10/2026		Barco Rent A Truck	Accounts Payable		1,089.58	X		116,313.26
08/10/2026	1426	Pacific Office Autom...	Accounts Payable		69.70	X		116,243.56
08/11/2026	ACH	Cardinal Business Se...	Accounts Payable		75.00	X		116,168.56
08/11/2026	ACH	Cardinal-Employee ...	Accounts Payable		2,759.92	X		113,408.64
08/11/2026	ACH	Cardinal-Tax Impound	Accounts Payable		1,407.93	X		112,000.71
08/13/2026	1427	Pacific Office Autom...	Accounts Payable		13.95	X		111,986.76
08/14/2026			Grants Received:Gover...	Deposit		X	19,791.60	131,778.36
08/17/2026	1429	KELLEY CREATE	Accounts Payable		82.50	X		131,695.86
08/18/2026			Contributions Receive...	Deposit			44.37	131,740.23
08/24/2026	1430	IV DATA CENTER	Accounts Payable		21.25	X		131,718.98
08/24/2026	1431	Stilton LLC	Accounts Payable		472.50	X		131,246.48
08/26/2026	ACH	Slavic 401K Fund	Accounts Payable		534.66	X		130,711.82
08/27/2026	ACH	Cardinal Business Se...	Accounts Payable		75.00	X		130,636.82
08/27/2026	ACH	Cardinal-Employee ...	Accounts Payable		2,405.61	X		128,231.21
08/27/2026	ACH	Cardinal-Tax Impound	Accounts Payable		1,165.08	X		127,066.13
08/27/2026	1432	A+ Storage	Accounts Payable		129.50			126,936.63
08/31/2026			Reimbursement	Deposit		X	265.43	127,202.06