



LANE COUNTY SMALL ASSOCIATION MINUTES

February 3, 2024

Meeting Time: 12:30-2:40 P. M.

Location: ODF South Cascade District Office-Eastern Lane

Board Members Present: Kate McMichael; Rick Olson; Wylda Cafferata; Gordon Culbertson; Tim Gurton; Gary Jensen; Dan Kintigh ;Lauren Grand; Dan Menk

Guests: Steve Cafferata; TJ Cano; Becca Fain, Ian Goodwin; Theresa Hausser; Lindsay Reaves

Agenda

1. Welcome and Check-in
2. Review, amend, approve Agenda
3. Review, amend, approve August 8, 2023 Minutes
4. Review and approve Treasurer's Report
5. Working Group Reports/Updates
6. Old/In-Progress Business
7. New Business/Discussion
8. Partner Updates
9. Announcements/Partner News & Notes/Other
10. Re-Cap/Action Items

1-4

- Kate McMichael called the meeting to order and welcomed everyone.
 - Kate introduced TJ Cano, a representative of Miller Timber Services, Inc.
- Dan Kintigh moved to approve the agenda as presented, Rick Olsen seconded the motion, and it was approved unanimously.
- Gordon Culbertson moved to approve the December minutes, Dan Kintigh seconded the motion, and it was approved unanimously.
- Gordon Culbertson presented the Treasurer's Report.
 - LCSWA is in good financial standing.
 - As of 2/1/2024, our balance in our checking account was \$19,546.09, our cash (for tree sale) is \$490.00, our three CDs are each \$5,190.27, for a total of

\$35,606.90

- We received \$2,040.00 from OSWA representing our share of annual dues.
- Gordon reported he rolled over our CDs that will earn 4.89% interest (5% effective with compounding) for a 13-month term.
- Gordon is completing the 990 filing.
- Dan Kintigh moved to approve the Treasurer Report, Wylda Cafferata seconded the motion, and it was approved unanimously.
- Kate noted that when she attended the OSWA Treasurers' meeting, Suzi Armstrong, the OSWA Treasurer, offered to help us if needed with building a budget and other issues related to the treasurer's position.

5. Working Group Reports/Updates

A. Communication

- Kate reported that she revised our LCSWA business card to remove the acronyms.
- The Board approved purchasing 500 cards and requested that a heavy stock be chosen for the printing rather than the standard stock.
- Lindsay Reaves offered to make 8-10 wooden card holders.
- Kate announced that deadline for the next Bark is March 13, and to send articles to her.
- Dan Kintigh will send our Ten Reasons to Join OSWA to his customer list when he does a bulk mailing.

B. Membership

- Rick Olsen distributed a list of the 60 LCSWA members who have not re-upped their membership, and asked Board members to call any they know.
- Wylda requested that when OSWA informs Rick of new members, he notify her and Kate, rather than just sending a complete up-dated membership list, as it is not easy to determine from that list who is new.
- Wylda will work with Kate to get her access to our Membership List.

C. Program

- Kate reported that 25 people have returned our survey asking members' program preferences-the survey offers 36 options-and she expects more surveys to be turned in. Kate divided responses into categories. The top choices were Road Building and Succession concerns, followed by fire protection and mill tours, and then wildlife habitat, small woodland tours, pest management, and then many others.
- The hardwood mill tour was successful; 26 people attended, maxing out the spaces available. Kate noted that the success shows we can do "pop-up" programs fairly easily as well as our regularly scheduled annual events.
- It was suggested we do a cut-to-length program.

D. Seedling Sale

- Many thanks to Lindsay for her excellent work on the Seedling sale.
- Lindsay reported this may have been our biggest turn-out ever, with 159 people taking numbers to enter the purchase area.
- Lindsay reported that while we do have many unsold trees and native plants, she is glad that our customers were satisfied, and she is not overly concerned with dealing with the leftovers.
- Lindsay is considering adding a pre-sale ordering option for OSWA members in 2025. PRT has lowered the minimum number of trees that we can order. Members would

need to order as early as July, and pre-pay. Additionally, members would need to pick up trees at a set time and place, with no refunds. The pre-sale would not conflict with our established seedling sale and would occur at a different time.

E. Tree Farmer of the Year Working Group

- Kate reviewed the Washington County Tree Farmer of the Year selection process as described in their comprehensive OTFS document.
- The Board discussed the value of offering financial support to the county candidate for preparing for tours. Washington County offers \$1000. There was concern over offering a “blank check” but it was decided there was value in providing assistance in some circumstances. Board members agreed that our OTFS Working Group will discuss needs with the candidates. Wylda moved that LCSWA may provide financial assistance to our County Tree Farmer of the Year of up to \$1000 to prepare for the OTFY tour. Dan Kintigh seconded the motion and it passed unanimously.

6. Old/In-Progress Business

A. By-Laws Review and Vote

- Kate presented a draft of the revised by-laws as prepared by the By-Law Committee
- The Board discussed the draft, noting that it is much shorter than the previous by-laws. Kate explained that they are based on both the Benton County by-laws and the OSWA by-laws, and that Benton County consulted an attorney to assure legality. In many cases our by-laws refer to OSWA by-laws rather than repeat lengthy sections. Kate noted that much of what was in our old by-laws will be retained in the Operations Manual yet to be written.
- Gordon Culbertson moved to approve the new by-laws, Dan Kintigh seconded the motion, and it was approved unanimously. The by-laws will need to be ratified by LCSWA members at the next members’ meeting.
- Because the old by-laws required a vote for Board officers at the first following the January annual meeting, Kate raised the issue of when the Board would like to have that vote now that there are new by-laws in effect. It was agreed to address the issue in the forthcoming Operations Manual, and in the meantime, current officers agreed to remain in their positions.

B. County OTFY signs and Outreach Ideas discussions were postponed until the April meeting.

9. New Business/Discussion

A. Officers for the coming year per by-laws vote

B. The board discussed briefly whether to establish new officers at the start of the year, or wait until the annual meeting. This was not an issue previously because the annual meeting was mandated to be held in January but with the new by-laws, it may fall later in the year at the Board’s discretion. It was decided to discuss the issue further when the new operations manual is written.

C. Review of past year’s meeting frequency & process

• The Board agreed that meeting every two months worked better than holding quarterly meetings. Board members thanked Kate for the organized meeting format.

D. Board /Officer (Treasurer) status/recruitment

• LCSWA is still looking for a treasurer to replace Gordon.

E. Establish additional working groups

• Kate appointed herself, Becca, Lindsay, and Wylda to write a draft of the operations

manual.

- The previously appointed Budget Working Group consists of Kate, Gordon, and Becca. They agreed to construct a budget prior to the Annual Members' meeting, with the Board to approve it at the board meeting prior to the Annual Meeting.

F. Annual Meeting Plans

- The Board established Saturday, April 20 for the Annual Meeting.
- The Board agreed to have both adult and children's activities.
- The Board agreed it was important to send a snail-mail Save-the-Date post card as well as an email, and to follow up with a snail-mail meeting flyer once the meeting agenda is planned.

10. Partner Up-Dates

A. OSWA

- Gordon Culbertson is currently acting President, standing in for Nicole Wood.
- OSWA is sharing a booth with OTFS at the Oregon Logging Conference February 22-24, and will have a booth at the Clackamas Tree School March 23.
- Oregon Family Forest Convention will be June 13-15 at the Boulder Creek Inn in Lebanon, and a block of rooms has been set aside for OSWA members.

B. Legislative Up-Dates

- The OSWA Government Affairs Team is meeting regularly. Email Rick Zenn if you want to be included in these Zoom meetings.
- The Watershed Bill of Rights, which LCSWA opposes, is engaged in signature collection. LCSWA will rely on Lane Families for Farm and Forests (LFFF) to keep us updated. _

C. OSU Extension

- Lauren Grand is currently teaching an Introduction to Woodland Management class. Several LCSWA members are helping with the class.
- Master Woodland Manager training (with Lincoln County) begins in March.
- Clackamas Tree School is March 23rd. There will be a tree school in Roseburg in the fall.
- The Landowner Experience after Fire (LEAF) survey is available.
- Funding has become available for Emerald Ash Borer Identification training.
- OSU Extension is happy to collaborate with LCSWA on programs upon request.

D. ODF

- Cal Mukumoto has arranged a February 6 Zoom Listening Session on the Habitat Conservation Plan so that Lane County residents who missed the earlier session due to the ice storm can participate.
- The S-Fish grant program is in full swing and will underwrite the cost of replacing culverts.
- The recent ice storms have raised several questions about salvaging under the new FPA rules. Dan Menk encourages landowners to consult their stewardship foresters.

E. Miller Timber Services

- TF Cano reported that Miller Timber is eager to work with small woodland

owners on a variety of projects including logging, thinning, pruning trail-building, storm clean-up, etc.

11. Announcements

- Oregon Women in Timber Auction is February 21.
- The Oregon Logging Conference is February 22 -24.
- Lane Families for Farm and Forest Winter Social has been rescheduled for March 14, from 5:30 -8:00 PM
- The Oregon Tree Farm Leadership Conference is March 12-14 in Vancouver.
- Western Lane Fire Protection District is looking for a new Board Member.

12. ReCap/Action Items: See Minutes

13. Next Meeting: April 3 at 1:30 at the Western Lane ODF office.

14. Kate adjourned the meeting at 2:40 PM

Wylda Cafferata
LCSWA Secretary