

**Blue Water Task Force
Board of Directors Meeting
Thursday, June 24, 2004, 7:00 p.m.**

MINUTES

- 1. Call to Order:** The meeting was called to order by Acting Chairman Jon Holtzman at 7:00 p.m. Those in attendance were Directors Jon Holtzman, Mindy Nowakowski, and Brad Parsch, and Coordinator Katie Alvin. Jon stated that he would like all meetings to start promptly at 7:00 and end at 8:00 unless there are extenuating circumstances. The group firmly agreed.
- 2. Approval of Minutes:** *(not applicable)*
- 3. Organizational Issues**
 - a. The Board discussed general meeting protocol and came to the following agreements:
 - i. Meetings will be run according to Robert's Rules of Order
 - ii. This meeting's agenda will be the standard format for future meetings.
 - iii. Meetings will be held the fourth Wednesday of each month at 7:00 p.m. in the Water & Sewer District office's conference room. We may have to have more frequent meetings during the initial phase of reorganizing.
 - iv. Meetings will be open to whomever wishes to come. Issues will be discussed by the Board unless otherwise stated, and decisions will be made by the Board.
 - b. The Board agreed that the existing mission statement fully encompasses the scope of the BWTF. *(The mission of the Blue Water Task Force is to promote public stewardship of aquatic resources in the Gallatin River Watershed through community education, citizen involvement in water quality monitoring, and scientific data collection.)*
 - c. There was some discussion about the BWTF name. Jon thought we might want to add some reference to Big Sky, to add emphasis on the local nature of the group. Brad felt that the broader community may feel a bit left out if we narrow it down to Big Sky. Katie pointed out that the logo includes the words "Gallatin Watershed". The group liked that wording. Katie wondered if "Task Force" was too aggressive. Jon thought those words may be too limiting. Mindy thought the words sent a message that we are actually doing something; paying attention. The group agreed. The name will stay the same.
 - d. Membership discussion:
 - i. The existing Board of Directors will try to come up with suggestions for additional Directors and invite them to participate. The Board would like to limit the size to between 7 and 11 Directors. The Board will formally elect officers at the next meeting at which there is a quorum.
 - ii. Katie mentioned that she had a contract for the Coordinator position through the Montana Water Center and that the contract

expires on June 30th. She will work with Mindy to draw up a new contract and email it out to the Board for review. The new contract will be effective July 1st. Official Coordinator duties will be described in the Bylaws.

- iii. The Board agreed to complete the initial organizational tasks before re-introducing the BWTF to the community and inviting the public to participate. There will not be a formal membership format. Anyone that wants to participate may do so as a volunteer.
- iv. Katie discussed how an Ad Hoc Technical Advisory Committee works. We won't really need a task-oriented TAC until we have a specific project we are working on (besides the sampling). Jon suggested that the group may benefit from a general TAC that assists with some of the initial organizational issues (e.g., which parameters to test and how often, revisiting sampling locations, etc.). Katie and Mindy will work on defining TAC membership and duties in the Bylaws.

4. Financial Report:

- a. Katie set up an account with Big Sky Western Bank. Mindy looked over the bank paperwork and determined who should be able to sign for which activities, and how many signatures will be required in each instance. Directors in attendance signed the paperwork. Katie will be allowed to sign checks, but all checks will require another signature by either the Chairperson or the Secretary/Treasurer.
- b. Katie sent the first invoice for Resort Tax funds to the Water & Sewer District along with a simple contract for distribution of the funds. The Resort Tax District will begin releasing funds after July 1st.

5. Scientific Report:

- a. Katie has toured the new Water & Sewer District facilities. There is ample space in their lab for us to do our monthly testing. There is also lots of storage space. The District is being very generous and she suggested we be sure they know we appreciate it.
- b. Katie is going to order supplies when the Resort Tax funds are received. We may not be able to do the first round of tests as an independent organization until late July or August.

6. Public Relations Report: The following items were tabled until a later date:

- a. Brochures need to be updated
- b. Web Site needs to be moved to new host
- c. Community survey—in progress
- d. Newsletter—do we want one?
- e. Letter to Editor
 - i. Notify community about changes
 - ii. Mention survey
 - iii. Invite for participation
- f. Newspaper articles—should we do again?

7. Adjournment: The meeting was adjourned at 8:15 p.m. The next meeting will be on July 7th at 7:00 p.m. in the Water & Sewer District's conference room.