

OSWEGO LAKE WATERSHED COUNCIL MEETING MINUTES

Lake Oswego School District office

Thursday, May 16, 2013

The *vision* of the Oswego Lake Watershed Council is a healthy properly functioning watershed. This vision is of streams, wetlands, riparian forests, upland forests/trees, Oswego Lake, and other natural resources working together as a sustainable ecological system that supports good water quality, productive habitat for native plant and animal communities, and enhanced quality of life.

The *mission* of the Oswego Lake Watershed Council is to foster stewardship, education, participation, and financial support for the purpose of the conservation, restoration, enhancement, and maintenance of watershed functions that achieve and sustain a healthy watershed.

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1. **Welcome and Introductions:** Directors present were Mark Rosenkranz, Donna Atherton, Stephanie Wagner, Chair Andy Harris, Rob Amsberry and Mike Buck. Linda Keast is our guest. Chair Harris opened the meeting at 8:07 am.
 2. **Public Comments: None**
 3. **Approval of Previous Meeting Minutes:**
Resolved: Minutes for April 11, 2013 were unanimously approved.
 4. **Operations:**
 - **Financial Report:** Only transaction was a \$350.00 payment to Jamie Stamberger.
 - **Website Updates and discussion with Linda Keast:** Our webmaster noted that our site was mobile adapted. She gave us a slide presentation on the features of the OLWC website which included a “slider” and postings with links for helping visitors get involved in our mission and projects. The calendar will be a list of events until more are scheduled and we can switch to a monthly calendar format. Linda said that she will make no changes on the site until they are approved by this Council. She identified areas that needed addressing which included “Get Involved.” She asked if we could clarify what we want visitors to remember when they visit our site. Three or four things can be highlighted which could be “resources for residents” or flyers, newsletters, call to actions. People that sign up for newsletters go through VerticalResponse. In displaying the “Contact Us” section, Linda played back the voices messages that Andy and Mike had left her as a demonstration on what users will have access to. GoogleVoice provides this feature. A primary contact for phone messages needs to be decided by Council. In terms of the newsletter, Jamie is providing the content and Linda is charged with sending it out. The newsletter will be helpful in publicizing events and also in recruiting volunteers who can sign up using SignUpGenius. Board email uses VerticalResponse and this application also lets us know how many have clicked on the site. Board members have

access through their password.

Other features include locations for reports that we would want the public to see; ability to transfer data like membership to Excel spreadsheet; private emails; mailing lists can be targeted; and VerticalResponse actually gives feedback on what needs to be tuned up for better marketing.

Board members gave Linda affirmation that she was proceeding in the right direction. What she needs from the Council are some design content materials like background picture, linkage to resources and other groups, lists of projects and activities, pictures, etc. Mention was made that Jamie's contract expires June 30th so completion of these tasks pertinent to her job and where it interrelates with Linda's is critical. Mike volunteered to be the responder to visitors using the info@ website email. Linda asked if we had a budget for the flyer/fact sheet that we were envisioning since that will affect some design and material considerations. Council has not discussed this yet and we will need give her guidance on this. In regards to the position paper and fact sheet, Jamie has sent links where she was doing research to Andy, and he will pass these on to Council members. Board members are asked to share relevant documents and reports regarding the value and benefit of stream restoration and overall watershed health. Linda advised that pictures sent should depict both the good and the bad that we observe in our watershed. For instance, pictures of noxious, invasive weeds would be a "bad" picture but helpful as a resource to users. Linda also asked that pictures have a specific heading or caption. Board members were asked to submit to Jamie any events that they were involved with as OLWC members. They were asked to use webmaster@oswegowatershed.com. Board members deemed that Andy could edit the fact sheet as he deems appropriate.

5. Council Business

- **STAC Report:** This Committee met to formulate a restoration design plan for the Iron Mountain tributary which runs through Iron Mountain Park near the current staging area for utility uses. Rob brought AutoCAD drawings and the Committee will work on a strategy as well as narrative, maps, conceptual design to present to Ryan Stee of Parks and Recreation planning for inclusion in his Resource Management Plan, a draft of which is scheduled to be finished in October of this year. Project dates on the Strategic Plan may need to be modified in light of these developments.

6. Announcements: None

7. Next Meeting: June 13th and July 11th at 8:00 am – 10:00 am.

8. Meeting Adjourned at 9:23 am.

TO DO LIST: BOARD MEMBERS ARE ASKED TO SUBMIT RELEVANT DATA TO JAMIE AND LINDA. ANDY NEEDS TO SEND MEMBERS WHAT HE HAS RECEIVED FROM JAMIE IN TERMS OF LINKAGES FOR RESEARCH INFORMATION.

