

Illinois River Watershed Partnership
Board of Directors Meeting Minutes

Meeting #20
6:00 pm, Tuesday, May 11, 2010
New Life Ranch – Oklahoma

Meeting called to order by M. Faupel.

Attendance Recorded by Secretary – Quorum Present

Board Members Present: L. Adair, S. Carney; M. Faupel; S. Goade; J. Hale; H. Haynes; J. Michaels; J. Payne; G. Pharr; S. Randall; R. Reed, M. Simmons; T. Snell; S. Van Laningham, R. Stubblefield (board seat approved during meeting)

Executive Director: Delia Haak

Guests & Members Present: Dirk Philipp, UA; Rick Stubblefield, Oklahoma Scenic Rivers Commission; Michael Lindsey, Morgan-Keegan

Public Comments:

- No public comments.

1. Minutes: Board Meeting Minutes for August 11, 2009, February 9, 2010, and Special Board Meeting Minutes for March 10, 2010

- ▶ **Motion to approve all 3 sets of minutes made by Pharr/Seconded by Simmons. Motion passed unanimously.**

2. Treasurer's Report: Michael Lindsey, Morgan Keegan.

- Review of first quarter, January through March 2010, financial statements.
- ▶ **Motion to approve 1st quarter financial reports made by Van Laningham/seconded by Hale. Motion passed unanimously.**

3. Nominations Committee: Scott Van Laningham (for Evan Teague)

- Introduction of nominees recommended by the Nominations Committee:
Tom Hopper, Chairman of the Board, Crafton-Tull-Sparks
Rick Stubblefield, Oklahoma Scenic Rivers Commission
- ▶ **Motion to approve slate of nominees made by Van Laningham/seconded by Pharr. Motion passed unanimously.**

4. Finance Committee: Larry Adair, Chair

- Job descriptions Education and Outreach Coordinator and CREP Coordinator given to board members.
- Discussion on funding a staff position for education and outreach. Part-time position recommended. IRWP is expecting funding. Discussion continued on whether we have funding available now.

- Discussion on possibility of matching funds for CREP position from poultry companies. Funds would be designated specifically for this position and person would work for IRWP, not poultry companies. Position would educate and promote CREP program.
 - Would person work both Arkansas and Oklahoma? Oklahoma already has 3 people doing this.
 - What would staff person in CREP position do, i.e. paperwork? Discussion, no specific answer at this time.
 - R. Stubblefield - Arkansas has promotion tool that Oklahoma does not have.
 - R. Reed talked about IRWP in an advising role.
 - S. Randall suggested IRWP make sure agencies are ok with this.
 - Discussion regarding going to the Conservation Districts to fill position.
- ▶ **Motion: If funding issues can be resolved, move forward on this position. Made by Van Laningham/seconded by Reed. Motion passed unanimously.**
- ▶ **Motion: If funding approved, authorize hiring of Education and Outreach Director. If funding for 3 years, position will be for 3 years. Made by Pharr/seconded by Adair. Motion passed unanimously.**

5. Watershed Management Plan - Update by Mike Faupel

- Plan delivered to ANRC by 4/30/10 deadline. Plan under review.
- Incomplete water modeling; reason given, model not available. Need modeling inserted by 5/14/10.
- B. Haggard requested a short paragraph from IRWP regarding the discrepancies of model vs. data. He offered to assist in the writing but his staff cannot author it.
- M. Faupel and B. Haggard will meet 5/12/10 and write the short paragraph then insert into the WMP. ISSUE: will not have time for board to approve. All board members will be copied on version sent to ANRC (draft form).

6. Committee Reports:

Program and Planning Committee: Hunter Haynes, Chair

- D. Haak was successful in getting a grant from Cargill for a rain garden in Springdale.
- S. Goade discussed Kawneer in Springdale and their tree project.
- Rain Garden – H. Haynes discussed rain garden project at Horsebarn Trail.
 - Video of Rain Garden project shown at beginning of meeting.
 - Garden was planted and mulched by WalMart volunteers and other volunteers.
 - H. Haynes invited board members to visit rain garden. His located near the garden in the office park.
 - Garden will have signage with partners listed.

Education Committee: Robyn Reed, Chair

- J. Michaels gave report on the Clean Water Raingers concerts and kid's club. Concerts made to over 1,200 kids from first 3 schools with 126 kids signing up for CWR Kid's Club. R. Stubblefield brought pledge cards from Kansas, OK Elementary for another 104 Clean Water Raingers. Passed out Music CD to board members and the activity and coloring books.
 - Jennifer and Delia will pursue additional funding to continue the project.
 - Received request from student in Greenland. G. Pharr suggested asking Beaver Water District to sponsor concert since the school is in their watershed.

- R. Reed discussed the upcoming watershed festival at Sam's Club on May 21st. 150 students from Prairie Grove will attend festival.
- D. Haak talked about 3 watershed camps in June to be held at Lake Fayetteville. Kevin Bennoch from the Environmental Study Center will teach the camps and a total of 45 to 60 kids will attend.
- D. Philipp is coordinating cleanups on 3 streams. Will do cleanups 3 times a year. Need to work on getting volunteers – individuals and groups.

Membership Committee: Gene Pharr, Chair

- G. Pharr reported on number of paid members and reminded board members to pay their 2010 dues if they have not done so already.
- S. Randall has conflict with original June 12th float trip date. Flint Ridge community is interested in hosting the IRWP after their float trip, and Steve will put together a proposal with a new date and Flint Ridge possibilities. Keep your calendar open.

Other Business

- J. Payne spoke about the upcoming canoe trip on Wednesday, July 14th with the National Association of County Agricultural Agents in Oklahoma. He would like to have a couple folks to promote IRWP. Contact Josh or Delia for more information; josh.payne@okstate.edu or deliahaak@irwp.org

► **Motion to adjourn made by Hale/seconded by Pharr. Meeting adjourned by M. Faupel.**

Meeting minutes by Jennifer Michaels, Secretary.

Illinois River Watershed Partnership
Board Retreat with Randy Frazier
Overview of Program Presented and Activities
May 11, 2010

- 1) Randy Frazier introduced himself and presented his background and experience.
(www.morethanleadership.com)
- 2) Those present took part in a selected team-building initiative.

Learning Points:

- Significant challenges are encountered when a small group of people are asked to achieve a specific task, with limited resources in a limited amount of time. Some of those challenges are to understand the task; come up with a plan; and attempt to execute that plan. It is easier to talk about than to actually do.
- As demonstrated in a follow-up video segment, most teams that attempt this particular assigned task will fail. Remarkably, studies show that some of the most successful teams are children in the First Grade.
- A common mistake is to get too far into the construction process before discovering the weak points of the design. **The most successful teams tried numerous prototypes** rather than waiting until the last moment to discover that their plan was flawed.
- Studies have indicated that in construction oriented endeavors, teams having experienced architects and engineers have greater success. Surprisingly, one thing that also increases the likelihood of success is inclusion of experienced “admin” personnel. Having **experienced assistance from people who are familiar with processes** can often improve the rate of success.

Take-Away Thought – At some point in the future, the Board may need to consider hiring a Facilitator for some functions.

- 3) Analyze the word “Organization” – from root word “organ.” Consider the increase in complexity and functionality as you move up the scale: from sub-cellular components; to cells; to tissues; to an “organ” that serves a specific set of functions.
 - The purpose of an organization is to accomplish what individual members cannot accomplish when acting alone.
 - Consider a comparison of organizations to people. There are over 6 billion people presently alive on earth. Just because they are alive and functioning doesn’t mean that they are all in the best of health and functioning at their highest level. The same is true of organizations.

- 4) Analyze the term: Executive Director. It is derived from the idea that this person executes the will of the Board. Consider the three branches of our Federal government. The Legislative branch (Legislature) makes the laws and the Executive branch sees that those laws are executed. The Board is the “legislature” for the organization. If the laws are bad don’t blame the Executive Branch.
- Hired personnel, (Executive Director, etc.), are in the role of **MANAGEMENT** and the Board, (for a typical 501 (c) 3 arrangement), is in charge of **GOVERNANCE** for the organization. Many problems arise when the balance of power becomes unbalanced. i.e. when management crosses over to take too much responsibility in the realm of governance; or when the governance segment crosses over to take too much responsibility in the realm of management.
- 5) Some examples of “Things that need to be fixed” on Boards. **Note: that these are observations gathered from dealing with many Boards and Commissions, the problems are surprisingly universal. (Reference slides already furnished via PDF file.)**
- a) Deadwood
 - b) Micromanagement of day-to-day activities
 - c) Factions
 - d) Jealousy
 - e) Lack of inspiration
 - f) Lack of communication
 - g) Lack of leadership
- 6) Responsibility of Board - Ultimately and legally responsible for the organization’s health and future.
- 7) Issues that frequently cause problems for nonprofit Boards:
- a) Board Members failing to recognize they are no longer working purely in the sense of “volunteerism.” When you accept a position on an organization governance Board you cross over an invisible line and should think of yourself as more like an elected office holder. **Your responsibilities and accountability are probably greater than you realize.**
 - b) Unwillingness to rotate responsibilities within the Board and to train new leadership.
 - c) Failure to understand that the Board is appointed or elected to provide governance for the organization. Staff and Executive Director are hired to provide management for organization.
 - d) Inclination for Board to get involved in “management matters”.
 - e) Inclination for Board to want Executive Director to handle “governance” issues.
 - f) The Executive Director has one primary channel through which the will of the Board is communicated: that is the person serving as Chairman of the Board. The Executive Director cannot and should not be put in a position of getting directions for multiple Board Members. That is why there is only one Chairman of the Board. Choose wisely.
 - g) In regard to power and influence, there is a saying that goes like this: **“Nothing has less power than a single Board Member... and nothing has more power and influence than the collective will of the Board.”**

- h) Need for more evenly distributed power among all board members.
- i) Lack of involvement in advertising and promoting the organization.
- j) Not voluntarily accepting assignments or sitting on committee outside official Board meeting.
- k) One of the most common failures, (and reasons for losing good Board Members), occurs when Committee Chairmen try to do their committee work in the Board Meeting. (e.g. "Well we've talked about it some... but we'd like to know how all of ya'll feel about changing the color of the curtains.") Not that in Legislatures, laws have to "get out of committee" before they can even be considered by the whole body.
- l) Primary reason for Board meetings is for Board members to learn results and recommendations of committees and make decisions for organization.
- m) Minutes for organization should be brief and not record all discussions.
- n) Postpone action on issues.
- o) Repeated absences. The Bylaws should address this problem clearly and it should be enforced uniformly.
- p) Unwillingness to read/review reports, meeting minutes, correspondence, and/or financials before Board meetings.
- q) Failure to communicate clearly.

8) Financial Oversight – Board can delegate authority but not responsibility.

9) Types of Boards:

- a) Status Board
- b) Specialist Board
- c) Money Board
- d) Rubber-Stamp Board
- e) Working Board
- f) Ghost Board

10) Sound Leadership:

- a) It is a belief that focuses on people rather than problems or projects.
- b) It is a belief that every person should have the right to develop and to make mistakes. .

Break

11) Attendees took the Gregoric Style Indicator then discussed the attributes of the different styles - Concrete Sequential, Concrete Random, Abstract Sequential, Abstract Random. Additional copies of this instrument, and laminated charts for interpretation, were left with the Executive Director.

Every Body Needs To Plan A Head (A copyrighted format of Frazier Communications, Inc.)

12) Good Heads (think Board)

- a) Attach to the rest of the body
- b) Match the rest of the body
- c) Catch problems early for the body

- d) Hatch new ideas for the body
- e) Patch injuries to the body

13) Head (think Board) = Voice, Vision, Taste, Hearing, Smell

14) Face = President, Vice President, Secretary, Treasurer, Executive Director

15) Use Head (think Board) to:

- a) Look = provide vision for organization.
- b) Listen = Stay current on information.
- c) Smell = Detect problems early.
- d) Taste = Take in nourishment (\$\$\$)

16) The Organization's Board is its Brain.

- a) Brain sets policy.
- b) Face communicates and executes policy.
- c) Body embraces/empowers policy.

17) Mission Statement – Why the Organization Exists

18) Fiduciary Duty = Loyalty, Due Care, Obedience

Strategic Planning

Study the 80/20 Rule – sometimes referred to as the Pareto Principle. It is a widely recognized ratio that seems to come up in statistical comparisons again and again. **Stated simply: 80% of the good will be derived from 20% of your efforts.** (e.g. 80% of the profit comes from 20% of the product line; 80% of taxes are paid by 20% of the people; 80% of your HR problems will come from about 20% of your employees; etc. etc.)

Strategic planning should be about prioritization. Set the highest priorities where they need to be... and don't try to set too many goals for the timeframe in which you are working. ***"If you don't have a Pentagon budget, you don't need a Pentagon plan."*** **R. Frazier** Remember the "Power of 3" and put that limit on each component.

Mission

Vision

Goal

Objective

Task

19) Discussion on the Watershed Management Plan implementation vs. strategic plan.

A motivational presentation entitled: Butterflies, Buzzards and Bees... concluded Randy Frazier's part of the meeting. The group adjourned for dinner.