

Minutes from the Indiana Water Monitoring Council Board of Directors Meeting (February 11, 2014)

Action Items

- Organize goals and strategies into spreadsheets and pass around to the board for review prior to next meeting (Jill Hoffman)
- Review these materials prior to next meeting and come prepared to identify additional strategies, prioritize strategies and identify resources needed for each (all board members).
- Set up a Doodle poll to determine the best date and time for the next meeting (Jody Arthur)

Attendees (11 total)

Shawn Naylor, Indiana Geological Survey

Jeff Frey, U.S. Geological Survey

Greg Bright, Commonwealth Biomonitoring

Ashlee Haviland, Indiana Department of Natural Resources

Bryan Wallace, Oak Park Conservancy District

Sara Peel, Indiana Lakes Management Society

Jill Hoffman, Upper White River Watershed Initiative

Jody Arthur, Indiana Department of Environmental Management

Dave Scott, Indiana Office of the State Chemist

Bob Gillespie, St. Joseph River Watershed Initiative

Allan Henderson, Madison County Council of Governments

Shawn Naylor called the meeting to order at 11:11 a.m.

Projects in Committee

Committee reports were not requested for this meeting to allow more time to devote to the strategic planning effort.

During the planning discussion described below, Shawn Naylor provided an update on the InWMC White Papers Initiative. He described the initiative for the newer board members in attendance as a series of short papers, each with a synopsis of a water resource related issue and which includes contact information for 4-5 people in the state who are working on the issue. He added that these papers are intended to encourage collaboration and to educate.

White Papers planned or in progress include:

- Arsenic
- Drought and Flooding
- Biological Integrity of Surface Waters
- Nutrients
- Mining Impacts to Water Resources
- Tile Drainage
- Animal Waste

Jill Hoffman suggested the topic of public awareness and education and that perhaps the Hoosier Riverwatch program could draft that.

Shawn asked if there were any questions or problems with the format.

Jeff Frey suggested adding more detailed information via links (e.g. "Related Resources"). This will keep the front page for each issue small and digestible. The front page would remain simple.

Jody Arthur brought up the need for a curator for each topic to ensure that information and links are kept up to date.

Jeff said that we need to get information about current and past efforts out to people to avoid others reinventing the wheel.

Shawn said that most of the white papers currently in progress will be done in the next couple of months. Bryan Wallace said he can begin putting them online whenever they are ready. Shawn noted that he is currently the only reviewer and that he would like for the authors of these papers to ask the experts they are including on the document to review it at the same time.

Strategic Planning Session

Shawn Naylor provided an overview of why the InWMC needs to develop a strategic plan.

Jill Hoffman is guiding the InWMC board in its strategic planning effort and provided an overview of the planning process. In preparation for this first session, Jill reviewed the council's historical documents, minutes from general membership meetings, and other information provided by Jody Arthur.

Jill suggested the following planning process:

1. Clarify the mission and vision of the InWMC
2. Develop some 3- to 5-year goals for the InWMC
3. For each goal, identify specific activities that will help the council to meet its goals
4. Determine how the InWMC will measure its success in meeting its goals

Clarifying the Mission and Vision of the InWMC

Jill said that the mission statement is a marketing piece. It is what you tell people out in the community, whereas vision statements are internal statements of where we want to be. The council's vision should guide its activities. She added that the goal of strategic planning is to make sure the project level work that the council does is relevant to its mission and vision.

In the discussion that followed, several board members described their ideas of what they think the InWMC is about, what it could and should provide for its members. Some of the longer serving board members described how the original mission and vision were developed and historical information about the council and past projects. Toward the end of this discussion, Jill said that she had enough information to develop and provide the board with some examples of revised mission statements at its next meeting. In order to keep the process moving, she suggested that the board begin talking about goals.

Developing Goals for the InWMC

During this discussion, different board members described past projects that the InWMC has sponsored and the goals that they were intended to serve. Several board members provided ideas for goals. Some identified issues that the InWMC continues to struggle with (e.g. burn-out among board members, lack active involvement by general members) and suggested goals to remedy them.

Organizational structure and whether or not the council should formally apply for 501(c)(3) status (as opposed to simple recognition of nonprofit status on both state and federal levels based on the council's annual income). This discussion focused on questions of funding as this has a significant impact on what the council can and cannot accomplish. During this discussion, it was also noted that financial resources are not the only limiting factor in this regard and that human capital is also needed to achieve any goals the council sets. With these considerations in mind, the discussion of goals continued until the end of the meeting and some preliminary strategies were identified. Jill agreed to take the information from this discussion and use it to develop specific goal statements and an initial list of strategies to be discussed at the next meeting.

Treasurer's Report

Finances were not discussed in detail at this meeting. The following treasurer's report is provided for the record:

Balance as of October 31, 2013 = **\$846.69**

PayPal = \$346.69

Checking = \$450.00

Savings = \$50

Income = \$116.67

Expenses = (\$74.69)

Symposium Refreshments (\$70.07)

PayPal Fees (\$4.62)

Balance as of January 31, 2014 = **\$888.67**

PayPal = \$362.64

Checking = \$476.03

Savings = \$50

New Business

No new business was discussed at this meeting.

Next Meeting

Jill Hoffman suggested that the next meeting should be a two-hour meeting to allow sufficient time to finish the goal setting process and begin identifying projects to help the InWMC meet its goals.

Jody Arthur will set up a Doodle poll to determine the best date and time for the next meeting.

Meeting adjourned at 3:10 p.m.

Dave Scott made a motion to adjourn. Jody Arthur seconded the motion.