

DRAFT Regular Meeting Minutes – January 16, 2023
RPBCWD Citizens Advisory Committee Monthly Meeting
Location: Virtual via Zoom

ATTENDANCE

Status: P=Present, E=Excused, A=Absent without notification

CAC Members

Andrew Aller	P
Arne Bjork	P
Bonnie Nelson	P
Dave Paulson	P
Heidi Groven	P

Jeff Weiss	P
Jessica Willey	P
Jim Boettcher	P
John Tyler	P
Louise Ludford	P

Marilynn Torkelson	P
Michelle Frost	P
Savanna Larson	P
Sharon McCotter	E
Terry Jorgensen	P

Others

Liz Forbes	<i>RPBCWD Staff</i>	P
Eleanor Mahon	<i>RPBCWD Staff</i>	P
Dorothy Pedersen	<i>RPBCWD Manager</i>	P

CAC MOTIONS for the Board of Managers:

1. None

Key CAC discussion items for the Board of Managers:

1. None

I. Opening

- A. **Call CAC meeting to Order:** Meeting was called to order by Chair Aller at 6:00 PM.
- B. **Attendance:** As noted above.
- C. **Matters of general public interest:** None
- D. **Approval of Agenda:** Jeff made a motion to approve the agenda with stated changes and Jim seconded. Motion passed.
- E. **Timekeeper:** Liz agreed to serve as timekeeper
- F. **Approval of December 12, 2022, Meeting Minutes:** Motion to approve minutes was made by Jim, seconded by Terry and approved.
- G. **Introduction of newly appointed members:** Members newly appointed by the RPBCWD Board of Managers for terms commencing in 2023 introduced themselves.

II. Board Meeting Recap and Discussion

- A. **Highlights from the (monthly) managers meeting:** Marilynn
- B. **Response on CAC recommendations to the Board:** The BOM responded favorably to our motion in support of investigating potential grants and funding for the purchase of the Duck Lake and/or the Frederick Miller Spring properties.
- C. **New Advisory Topics from the Board:** None
- D. **All members were reminded of the opportunity to sign up and attend BOM meetings using the link available:** [Please sign up to attend a Board meeting](#)

III. Program and Project Updates

- A. District Updates (staff)
 - 1. Projects: Low Salt, No Salt MN update
 - 2. Upcoming events: Volunteer night, Jan 20 is postponed
- B. E&O updates (Eleanor)
 - 1. Volunteers were requested to volunteer at the RPBCWD booth at the Chanhassen Feb Fest on February 4. The event is held 12 to 3 pm on Lake Ann, Lake Ann Park sign up by emailing Eleanor Mahon, EMahon@rpbcwd.org. Activities may include helping with snowshoe hikes, staffing the booth, helping with activities with kids, and more.
- C. Learning Presentation and Discussion Topic – (Liz)
 - A 2023 Welcome presentation covering the basics of what the CAC is, how it operates, and FAQs was provided. A recording of the presentation was made and uploaded to the RPBCWD YouTube channel: <https://youtu.be/XNWyl-GBbWQ>.
 - 1. Added to CAC webpage: [Acronyms used by the District](#) (PDF) – Marilyn mentioned that the list of acronyms have been useful to her and likely will be to others as well.

IV. CAC Business: Process and Function

- A. 2023 officer nominations: After having received nominations and by majority vote Andrew will serve as Chair, Jim will serve as Vice Chair, and Marilyn will serve as recorder.
- B. Update on bylaws revision progress
 - 1. New position category: Discussion was had concerning adding language to the Bylaws to memorialize the Youth/Student Position.
 - 2. After Tabled at Nov 2022 CAC meeting (more discussion needed): a. How many absences for removal recommendation to BOM? Suggestions: 2 or 3 unexcused; 25% (3) or 50% (6) of excused/unexcused combined; other?
 - 3. After discussion, Chair Andrew Aller requested a survey to settle the CAC meeting time.

V. Planning upcoming meetings

- A. The running list for Future Meeting Ideas was reviewed.
- B. Members were reminded that the list was an indication of interest and that to act on them it would be useful to start some action committees. Committees established would need a lead or co-leads, and members asked to consider taking such a leadership role if excited about a topic/committee.

VI. Upcoming Events and Meeting Close.

- A. **Next BOM Meeting:** Feb 1st, 2023; 7:00 PM, Regular meeting (virtual)
- B. **Next CAC Meeting:** Feb 20th, 2023; 6:00 PM (virtual)
- C. Motion to Adjourn made and seconded and the Meeting adjourned at approx 7:50 pm.