

## MEETING OVERVIEW

*For the August 9, 2023 Annual Meeting of the Yakima Basin Fish & Wildlife Recovery Board*

Numbers refer to agenda items. Item #s refer to Board materials email attachment numbers.

1. We'll start the meeting at 2 pm with **introductions**, review and **approval of the agenda**, and review and **approval of the minutes** of the May 24<sup>nd</sup> Board of Directors meeting. The agenda (#1) and minutes (#3) are attached, along with notes from the June Executive Committee meeting (#4); notes from the August 2<sup>nd</sup> Executive Committee meeting will be sent out prior to the Annual Meeting.
2. We will then open the floor up for any **public comments**.
3. Bring any **announcements** you want to make. There are **two outgoing letters in the packet for review** Item #5a is a support letter for a Yakima Tieton Irrigation District grant proposals issued by Alex; Item #5b is a template of the letter sent to all Yakima Basin Legislators in July. is no Board correspondence to highlight for this meeting. The only incoming correspondence of note is a letter from the Klickitat Lead Entity regarding the use of Mid-Columbia SRFB funds in the White Salmon Basin (item #6); we will review this letter as part of the Lead Entity agenda item.
4. We will review and **approve the 2022 Ranked SRFB Project List** (this will be provided after the Citizen Committee meeting on August 3<sup>rd</sup>). This list will be submitted to the Washington Salmon Recovery Funding Board (SRFB), which will fund our recommended projects at its September meeting. The proposed list will be finalized by the Citizen's Committee at its meeting on 8/3. Mike will present the process used to generate the list and describe the projects recommended for funding. The Board can either approve the list as presented or remand it to the Citizen Committee for further consideration; the Board cannot change the project rankings. We will **also review and potentially approve the Klickitat Lead Entity's letter** (item #6) **requesting to use Middle Columbia Regional funds** for projects in their area.
5. We will review proposed Board funding agreements (more information to be sent following the August 2<sup>nd</sup> Executive Committee meeting).
6. We will **review and approve the Strategic Plan** the Board of Directors has been working on in conjunction with Travertine Strategies (item #5). This high-level document is being used to guide the development and implementation of the Board's biennial work plan.
7. We will **review and approve the proposed FY2024-25 Work Plan and Budget** (item #8), which was prepared based on input at the July Executive Committee meetings and the May Board of Directors meeting. The Work Plan has been significantly revised to reflect both the increased funding the Board will receive this biennium and the focus areas identified in the strategic planning process. Do let me know if you have additional changes to propose to either the work plan or budget, and/or bring recommendations to the meeting.
8. This is our annual opportunity to review, and if needed, **update our bylaws and policy manuals**. As part of our Strategic Planning process we drafted a revised mission statement. This is our

chance to **formally incorporate that new mission statement into our bylaws** (see item #9 for the proposed bylaw change). Do bring any other proposals to change the bylaws to the meeting (ideally, provide us your proposal in advance so we can prepare the discussion). The full bylaws can be found here: <https://ybfwrp.org/wp-content/uploads/2022/08/YBFWRB-Updated-Bylaws-2022.pdf>

This is also an **opportunity to review, and if needed, update our board policies.**

The complete current Board Operations manual can be viewed at:  
<https://ybfwrp.org/wp-content/uploads/2017/09/Operations-Manual.pdf>

The complete Board Personnel Manual can be found here:  
<https://ybfwrp.org/wp-content/uploads/2017/09/Personnel-Manual.pdf>

If you have changes to propose to either manual, do let me know or bring your proposal to the meeting for discussion. The Executive Committee has identified a number of changes to be developed this fall; at this time no changes are being put before the Board for approval.

9. We will review the current **Board of Directors membership (see item #10)** and make any proposed changes and additions. If you have any changes to propose or new members to nominate, be ready to present them at the meeting! We currently have a vacant seat on the Board of Directors for a City in Yakima County; if your jurisdiction would like to fill that seat, do let us know!

We will also collect the annual **Board of Directors member certification forms**. Please do send us your completed and signed forms (a blank form is attached in the materials email as Item #10b).

10. We will take nominations and elect **new officers**. There are three positions: Chair, Vice Chair/Treasurer and Secretary. Current officers are identified in bold on the member list (item #10). We will also **appoint a registered agent**. The agent receives legal notices and official correspondence on behalf of the Board). I currently serve as the registered agent.

The Board's Executive Committee is made up of five members; the three officers and two At-large members. We will **appoint the two at large Executive Committee members** at this time. Current members are identified in bold on the member list (item #10). We will also **review the current Citizen Committee and Technical Advisory Group memberships (item #11)** and discuss the recruiting of new members.

11. We will review the **proposed meeting schedule for Fiscal Year 2024** (item #12). Please **check your calendars for conflicts and be ready to approve our meeting dates** for the next year.