



GENERAL MEETING MINUTES MARCH 9, 2011

1. Introduction

Meeting called to order at 6:30 p.m. at the U.S.F.S Ranger Station conference room in North Bend. The meeting commenced with the Pledge of Allegiance, USVEMG President David Willson presiding. A quorum of the board of directors was present including: David Willson, Harold Erland, Jim Gildersleeve, Jeff Dideon, Don Hacherl, Tom Kemp, Maura Callahan, and Andrea Toomey. Also attending, DFW biologist Ruth Milner, Tulalip Tribes biologist Jason Schilling, U.S.F.S biologist Sonny Paz, and volunteers Jackie Perrigoue, Bryan Townley, Kalli Willson, Bob Stokke, Travis Hedin, Debby Welsh, Rick Welsh, Ray Gombiski, Jay Christopherson, Craig Cogle, and Jerry Koepping.

Ruth Milner is the District 4 biologist that will be filling in temporarily to replace Russell Link after his promotion. There will be additional reorganizations. Ruth said that the North Rainier Elk Herd Plan is in internal review at headquarters in Olympia. Ruth's regular focus area is the North Sound area including Island and parts of Snohomish County.

Printed copies of the January 2011 meeting, the proposed 2011 operating budget minutes were available for review, also circulated prior to the meeting and posted on the Internet. Mr. Erland motioned to approve the minutes. Mr. Gildersleeve seconded the motion. The motion passed with a unanimous vote.

2. Treasurer's Report

Treasurer Jim Gildersleeve circulated the report dated March 9, 2011, at the meeting (also attached below) which shows a balance on hand of \$876.35 which includes ten memberships and a liability insurance premium \$876. A motion was made by Mr. Kemp to approve the treasurer's report. The motion was seconded by Mr. Erland. The motion passed with a unanimous vote.

3. Membership Report

Mr. Hacherl reports ten new memberships since the January General meeting.

4. Audit Committee Report

Mr. Dideon's report auditing the treasurer's records for the 2010 calendar year was circulated to the board prior to the meeting (also attached below). Mr. Gilderleeve responded to each and every finding in the audit and provided a report of corrective actions to the Board (response is attached below). Mr. Kemp motioned to approve the report. Mr. Erland seconded the motion. The motion was passed with a unanimous vote of the board.

5. Fundraising Committee

Mr. Gildersleeve resigned as chair of the committee and nominated David Willson to take his place. Ms. Willson objected, noting he is already president, acting secretary, and managing the website. Mr. Kemp made a motion to appoint David Willson to the role, Mr. Erland seconded the motion. The motion was passed with a unanimous vote of the board.

Forest Service RAC Grant for Habitat Improvement: Member Andrea Toomey had forwarded an opportunity that the elk group may apply for a forest service Resource Advisory Committee (RAC) grant under the Secure Rural Schools and Community Self-Determination Act of 2000. The application deadline was March 11. We decided to pursue the opportunity. Sonny Paz with the forest service identified a potential location in the vicinity of the Taylor River Campground in the Middle Fork Canyon. Bryan Townley and David Willson explored the site on March 5 with the objective of identifying areas where dominant trees are eight inches in diameter or less; moving water in the landscape. Recent deer and elk use was noted in the report. Mr. Paz reviewed the report and discussed what would be needed to move forward on a habitat improvement project at the site. A few initial steps including formal definition of the habitat improvement boundary and survey by a silvaculturalist. The first stage of habitat improvement would be the preparation of a formal assessment in the context of the National Environmental Policy Act of 1969 (NEPA). Additional funding sources will be explored for this first stage of the work. The estimated cost of preparing a NEPA assessment is \$50,000. A copy of the field report was circulated at the meeting.

UPPER SNOQUALMIE VALLEY ELK MANAGEMENT GROUP
GENERAL MEETING MINUTES
MARCH 9, 2011

- 2 -

Tulalip Tribes Grant for Nursery Fence: With the assistance of Mr. Moszeter's property survey and equipment cost estimates Mr. Willson prepared and submitted a \$14,000 grant request to the Tulalip Charitable Foundation prior to the March 1 quarterly deadline. A copy of the proposal was circulated at the meeting for review. Mr. Schilling reported that the application has been received at Tulalip Headquarters. However a decision could come as late as the end of April.

6. Education and Outreach Committee Report

Ms. Willson actually got a hold of Nick Kurka and Ryan Hill, both science teachers for Mount Si High School. They have expressed much interest students in attending a necropsy, to be scheduled once a meeting can be arranged to discuss the logistics. Students are interested in filming a collaring, but the arbitrary timing and short notice of collaring makes it difficult. School district policy is that students are to be notified by their teacher, not by third parties such as the elk group. So in the event of a opportunistic collaring or necropsy, the elk group would need to contact the teacher, the teacher would need to contact the students.

Another opportunity that has been discussed is the possibility of working with the technology department at MSHS instead of the science department in order to get students working with the GIS data.

Mr. Erland is preparing a \$2000 grant request for the high school to build two exclusionary elk fences at the Meadowbrook farm and the purchase of a couple collars. Mr. Erland gave a well-received presentation at the Meadowbrook Interpretive Center on March 4. Briggs Hall, retired DFW veterinarian, was in attendance and gave favorable feedback.

7. People and Land Management (PLM) Committee Report

Maura Callahan, committee chair provided the committee report from the meeting held February 1, 2011. The meeting scheduled March 1 was cancelled. The Three Forks Natural Area cannot be opened to master hunters because of treaty agreements with relevant tribes. There was discussion about law enforcement arm of the DFW being transferred to the State Patrol. The matter is being debated by the legislature, but the elk group does not favor the concept. Ms. Milner explained a very complicated possible reorganization of state agencies being proposed where DFW, DNR, State Parks, and the Recreation and Conservation Office are merged as one agency. About three miles of fence along I-90 has been repaired so far. Mr. Mainwaring from DNR reports that park daily use fee program might be expanded to DNR lands. He is also heading up to CCC flats for documentation of bear damage in order to justify a spring bear hunt. Mr. Erland is preparing a letter to support bear hunt. PLM committee meetings will continue to be monthly. The King County Parks representative has not been showing up to meetings, apparently due to a meeting timing conflict. Next meeting is April 5.

8. Elk Research & Management (ERM) Committee Report

Big meeting attendance. New policy is that anyone who touches elk will be wearing gloves. From a recent necropsy seminar Mr. Erland recalled an example where park worker in Arizona died of plague in two days after contact with a dead cougar. Two elk were recently found dead at the Holly Farm. The elk looked healthy, except for being dead, their bodies were still warm. Some rhododendrons and azaleas in the area had been heavily browsed, along with holly, all of which can be poisonous to elk. Stomach contents were not examined. Only other likely cause is liver flukes, but if that were the case Harold would expect it to be more widespread. If more elk die, Harold will do a full necropsy. Another new policy is that only active group members will be allowed to participate in collaring activities. This will both favor members who want to go but haven't had a chance yet and hopefully recruit new members.

Lower Snoqualmie Valley Elk: New member Jackie Perrigoue from Carnation reports two elk/car collisions within the last year near Pleasant Hill December 16, 2010, and Duvall January 14, 2011. Given the losses at farms and the accidents, she asks if the elk group might do something to help. Ms. Willson explained the function of the elk group. Jackie says DOT has put up new elk crossing signs, but that this is not expected to be effective. Narrow shoulders make it difficult for drivers to avoid elk on the road; the sight lines cannot be improved because doing so might impact salmon habitat in the flood plain. Mr. Willson said that expanding our study area to the lower valley might be an option, but would require a change to our study permit. In the next months we can decide how to approach the elk in the lower valley as an extension of the upper valley project or a separate effort. Mr. Erland says that farmers in lower valley must start reporting damage reliably so that the DFW can keep track. State Patrol is now reporting what kind of wildlife is involved in car/wildlife accidents which may aid the recordkeeping.

UPPER SNOQUALMIE VALLEY ELK MANAGEMENT GROUP
GENERAL MEETING MINUTES
MARCH 9, 2011

- 3 -

9. Bylaws amendment regarding membership term and voting.

Director Don Hacherl submitted the following amendment for a first reading:

Added text is shown in bold type.

Obsolete text is crossed out.

ARTICLE III – Members

- 3.1 Classes of membership shall be active, inactive, and honorary. All active members have paid their dues and are thus entitled to vote in meetings and committee activities. Inactive members are those who have not paid their current dues and are no longer entitled to vote. Honorary members are nominated from the "Group as a whole," approved by the Board and pay no dues.
- 3.2 Membership is open to all interested persons who pay the annual dues of \$10 or purchase tiered annual memberships at rates established by the Board where the amount in excess of \$10 is deemed a donation, or life membership. Life memberships are effective for life and cost \$250.
- 3.3 Official representatives of governmental entities or Indian Tribes are members without a dues assessment. Membership runs ~~from July 1 through June 30 of each year and begins in 2009~~ for a calendar year from the date of dues payment. Non-members may attend meetings of the "Group as a whole," but only as observers. They enjoy no right to recognition by the President, or Presiding Officer.

There was favorable support for the amendment and agreement among the membership that once enacted, the rule would be retroactive to the date of a member's last dues payment as these dates are already being recorded.

10. Operating budget for Calendar Year 2011.

Copies of the proposed operating budget were provided and circulated to the membership and Board of Directors prior to the meeting. Mr. Erland motioned to approve the budget as proposed. Mr. Gildersleeve seconded the motion. The motion passed with a unanimous vote of the board.

11. Wild Game Dinner Fundraiser

The group discussed holding a Wild Game Dinner fundraiser which would include a dinner, and a raffle or auction. A goal for this effort is to raise \$5000. The fundraiser concept was discussed at the budget meeting in February. To date, we already have a number of pledged donations for the event including: Ten yards of topsoil/gravel/rock delivered, a Rocky Mountain Elk Foundation souvenir knife, and top quality wine. Prior to the meeting, Dave Wyrick and Tom Hutchinson have donated wild game. Nels Melgaard, elk group director and also Vice President of the Sallal Grange has recommended the facility for the event and offered the group use of his 50% rental rate for use of the facility. Jim Gildersleeve made a motion to organize a Wild Game Dinner Fundraiser committee and conduct the fundraiser with a goal of raising \$5000. Mr. Erland seconded the motion. Mr. Willson reminded the board that there was no money in the approved budget available for this activity. Mr. Gildersleeve motioned to amend the original motion to authorize \$500 from the 2011 operating budget for expenses related to the Wild Game Fundraiser. Ms. Callahan seconded the amendment to the motion. The amendment to the motion was passed with a unanimous vote of the board. The amended motion was also passed with a unanimous vote of the board. A sign-up sheet was circulated and kept by Mr. Gildersleeve. Two strategy meetings are scheduled at the USFS Ranger Station conference room for Wednesday, March 23, and again on Wednesday, April 13. The date of the Fundraiser dinner is tentatively set for Saturday, June 4.

12. For the Good of the Order

Taxes have been filed for calendar year 2010. Mr. Erland needs volunteers to set and check the traps. They can be checked at 6 a.m. We are now receiving text message notifications from remote devices about the open/close state of the trap. Ms. Toomey recommended the group establish a Facebook page on the Internet. Mr. Kemp said that in April, "Lords of the Woods," a movie about wolves will be playing at the North Bend Theatre in April. Mr. Hacherl volunteered to share notes for the preparation of the minutes. Thanks Don!

Meeting was adjourned at 8:10 p.m.

AUDIT COMMITTEE REPORT
Calendar Year 2010

February 9, 2011

Board of Directors
Upper Snoqualmie Valley Elk Management Group (USVEMG)
North Bend, Washington

Re: Independent Audit of Treasurer's Record Book (TRB)

I have reviewed the TRB for the calendar year 2010. January 1, 2010 began with a balance of \$1,289.22. I have reviewed all bank statements and compared them to invoices, receipts, etc. The following is a list of findings from the 2010 bank statements:

1. February statement: Check 1002 in the amount of \$100 has no receipt/invoice to document/justify payment.
2. March statement: Check 1003 in the amount of \$115 has no receipt/invoice to document/justify payment. Treasurer's report dated 4/14/10 and submitted to the Board does show a payout of \$115 to Farmers Liability Insurance.
3. April statement:
 - a. Payout in the amount of \$45 has no receipt/invoice to document/justify payment. Treasurer's report, dated 5/12/10 and submitted to the Board, does show a payout of \$45 to QuickBooks (Non-Profits).
 - b. Payout in the amount of \$276.35 has no receipt/invoice to document/justify payment. Treasurer's report dated 5/12/10 and submitted to the Board does show a payout of \$276.35 to Outside Pride Seed Co.
 - c. Payout in the amount of 187.14 to Vectronix does not match invoice, 186.20.
4. June statement: Check 1009 in the amount of \$10 has no receipt/invoice to document/justify payment.
5. November statement: Check 1010 in the amount of \$10 has no receipt/invoice to document/justify payment. Treasurer's report, dated 11/17/10 and submitted to the Board, does show a payout of \$10 to WA Charities Registration Renewal.
6. I do not see a consistent, detailed record of deposits; if deposits are made on behalf of a new member, perhaps we should record the name of that individual and include a list of paid members in the TRB.

I have reviewed the By-laws, Article IX, and find the Treasurer's records do meet the requirements, with the exception of the findings noted above. Should you have any questions, please contact me at your convenience.

Sincerely yours,

Jeffrey L. Dideon

Group Member/Board of Directors

TREASURER'S RESPONSE TO AUDIT COMMITTEE REPORT Calendar Year 2010

Board of Directors
USVEMG
North Bend, WA 98045

Re: 2010 USVEMG Independent Audit Report dated 2/9/2011.

Board Members,

I have reviewed the auditor's findings and they constitute a thorough examination of the Treasurer's Record Books. We owe Board Member, Jeff Dideon, a special thanks for his efforts.

He did provide some findings which require explanation on my part to complete the record of the audit. Below are explanatory comments on his findings:

1. February statement: Check 1002 in the amount of \$100 has no receipts, invoices to document/justify payment.

Treasurer's comment: Expenditures for bait was authorized in the 2010 budget. An Expense Report was submitted by Mr. Kemp to which receipts were attached. They were filed under the July 2010 bank statement because the unused balance (\$56.28) was turned in and deposited to the EMG account during July.

2. March statement: Check 1003 in the amount of \$115 has no receipt/invoice to document/justify payment.

Treasurer's Comment: Expenditure was authorized in the March 2010 Meeting Minutes. The invoice was filed in the EMG Insurance file, which is in the Secretary's records.

3. April statement:

- a. Payout in the amount of \$45 has no receipt/invoice to document/justify payment.

Treasurer's Comment: Expense for QuickBooks accounting software was authorized in the April 2010 EMG meeting minutes. A copy of the receipt/invoice is filed in the Treasurer's QuickBooks file. A copy has been made and added to the TRB.

- b. Payout in the amount of \$276.35 has no receipt/invoice to document/justify.

Treasurer's Comment: Procurement of seeds for the Groups habitat enhancement effort were authorized in the approved budget. This receipt is now included in the TRB.

- c. Payout in the amount of \$187.14 to Vectronix does not match invoice, which states bill is \$186.20. Difference is \$.94.

Treasurer's Comment: This bill was paid via our Visa MC and there were banking charges added because this was an international transaction. Vectronix is located in Berlin, Germany.

4. June statement: Check 1009 in the amount of \$250 has no receipt/invoice to document/justify payment.

Treasurer's Comment: This expense was for supplies and material for the EMG booth during the Mt Si Festival and was authorized in the July 2010 meeting minutes. A statement from the project person will be requested for the record.

5. November statement: Check 1010 in the amount of \$10 has no receipt/invoice to document/justify payment.

Treasurer's Comment: This is an administrative expense and is authorized for payment by the budget. Receipt was filed in the WA Corporations file. A duplicate receipt has been placed in the TRB.

6. I do not see a consistent, detailed record of deposits; if deposits are made on behalf of a new member, perhaps we should record the name of that individual and include a list of paid members in the TRB.

Treasurer's Comment: All deposits were entered in the register, a copy of which was provided to the auditor; however, new and renewing members were not always listed in the register, which is inconsistent. Deposit slip records and the checkbook were not provided to the auditor; however, a record of all deposit slips is maintained by the treasurer and in the case of members, their names are written on the deposit slips, and thus the Treasurer can determine who paid up members are. In the future these deposit slips will be attached to the monthly bank statements, so that in the future an auditor can easily determine to whom they pertain. Don Hacherl is the keeper of the membership roster and the treasurer emails him notices when dues are received and by whom.

Summary: The above responses to the findings provide explanatory information and corrective actions. The Treasurer's goal is to make our financial transactions transparent to all, and to verify and affirm that all of our financial transactions are consistent with the bylaws and generally accepted accounting procedures.

Jim Gildersleeve
Treasurer
2/18/2011

TREASURER'S MONTHLY REPORT
UPPER SNOQUALMIE VALLEY ELK MANAGEMENT GROUP
PO BOX 700
NORTH BEND, WA 98045

Date: 03/09/2011

Balance on hand as of last meeting:	\$1592.35
Memberships—new & renewals	150.00
	<hr/>

Total Assets	\$ 1742.35
---------------------	-------------------

Disbursements:	
Insurance	\$876.00

Balance on Hand (Date of Report)	\$ 876.35
---	------------------

Verified with on-line banking	\$ 876.35
--------------------------------------	------------------

On hand bills:	
None	

Projected Balance:	<hr/> \$ NA
---------------------------	--------------------

Jim Gildersleeve
Treasurer
03/09/2011