

**Upper Snoqualmie Valley Elk Management Group
(USVEMG) Meeting
March 14, 2012**

Meeting called to order: President Andrea Toomey called the regular bimonthly USVEMG meeting to order at 7:00 P.M.

Introductions: None.

Quorum: Present: Andrea Toomey, Harold Erland, Jim Gildersleeve, Don Hacherl, and Jerry Koepping). Short two: No quorum.

Agenda Items: Key agenda items for the meeting were:

- o Previous Minutes and Treasurer's report
- o Committee Reports, including the Wild Game Dinner (WGD)
- o Old Business
- o New Business

Meeting Minutes and Treasurer's Report: Treasurer's report was submitted for the record. We have a balance of

Committee Reports:

o **Public Awareness, Education and Outreach Committee:** Report deferred.

o **Land and People Management Committee:** Report deferred.

o **Elk Research and Habitat Improvement Committee:** Report deferred.

o **Wild Game Dinner Committee:** President, Andrea Toomey briefly described several of the sub-committees that would be needed in order to plan and conduct the Wild Game Dinner/Auction. There are many actions needed to pull this event off on June 2, 2012.

Unfinished Business: Annual audit of EMG financial transactions. Don Hacherl reported on his examination of the EMG's financial records and indicated that adequate and accurate records were being maintained by the treasurer and that all funds were properly accounted for.

New Business: Suspended due to lack of quorum.

Comments for the good of the order: The USVEMG Bylaws were reviewed with respect to elections. They do not specify when the election year begins, but that officers terms would be one or two years.

Meeting postponed at 8:00 P.M., but meeting will be reopened on 3/19/2012, at 6:00 P.M., just before the regular monthly meeting of the Elk Research and Habitat Improvement Committee.

Meeting called to order and reopened by the President Andrea Toomey at 6:00 P.M. 3/19/2012.

Quorum: Following officers and directors were in attendance: Andrea Toomey, Harold Erland, Jim Gildersleeve, Don Hacherl, Tim McBride, Jerry Koepping, Jen Syrowitz, Sam Metzger, and Phil Cassidy provided his proxy vote to Jim.

Unfinished Business: During the period February 10th to 16th a draft of letter which Harold prepared and wanted to send to the WDFW was circulated by email among the officer and directors because it needed to be sent before our next regular meeting. A majority of officers and directors concurred with sending it to WDFW as written. Per our bylaws actions of the EMG taken via email votes must be described and reported in the minutes of the next meeting. It is proposed that we approve the minutes of our last meeting (1/11/12) as submitted, and the above addition. **A motion was made, seconded and approved by a majority to do so.**

New Business:

1. A proposed budget for 2012 was prepared by the Treasurer and circulated to the officers and directors for review and comment. It is proposed that the budget be approved. **It was moved, seconded that the budget be approved.** A clarification of the basis for calculating volunteer hours was requested and explained. **Question was called and the budget for 2012 was unanimously approved.**

2. Two expenditures were paid prior to the budgets approval, so they are explained below and approval is requested.

a. Harold Erland paid \$117 by personal checks for renewal of the EMG's Species Collection Permit. Transaction was time sensitive and could not wait for a normal bimonthly meeting. **It was moved, seconded and unanimously approved to reimburse Harold \$117.**

b. On 2/27/12, the Treasurer renewed our WA State Corporation registration out of its normal cycle because our previous President requested that he be immediately removed from the State file listing of corporate officers and directors. **It was moved, seconded and unanimously approved to expend \$10 for renewal of our registration.**

3. Elk Research and Habitat Improvement Committee requests authorization to pay for lunches and non-alcoholic beverages given to volunteers doing habitat improvement work. Likewise, authority is requested to provide donuts, or other pastries, and coffee to volunteers participating in the annual elk survey. The total amount for 2012 would not

exceed \$1,000. **It was moved, seconded, and unanimously approved to pay for, or reimburse for these expenditures.**

The business meeting of the EMG was adjourned at 6:10 P.M.

Travis Hedin, Secretary//jlg/

**UPPER SNOQUALMIE VALLEY ELK MANAGEMENT GROUP
PO BOX 700
North Bend, WA 98045**

2012 Operating Budget--January -December 2012

Summary

For current year 2012, the budgeted income is \$166,321 most of which is funded by volunteer labor. Proceeds from a Wild Game Dinner/Auction funded most operational and administrative needs during 2011. Primary emphasis for 2012, will be habitat enhancement efforts on WDNR property known as the CCC flats and conducting another successful Wild Game Dinner/Auction.

Constraints

The budget is constrained by the USVEMG Bylaws section 9.3 which reads as follows: "Expenditures may not exceed income except where they are guaranteed via a reimbursement agreement. All expenditures must be authorized in the budget or approved on a case by case basis by the Board. Authorization for expenditures must be documented in the minutes of the meeting wherein authorized."

Income

<u>Category</u>	<u>Actual 2011</u>	<u>Budget 2012</u>
1. Memberships	\$ 380	\$ 600
2. Donations	220	975
3. Fund Raisers	7,200	15,000
4. Municipal Grant-City of Snoqualmie		750
5. RMEF Grant		9,400
6. ALEA Grant		5,000
7. Muckleshoot Purchase of 2 deer traps		8,600
8. Volunteer Labor	<u>85,000</u>	<u>126,000</u>
Totals	\$92,800	\$166,321

Income Details

1. Target is 60 memberships. Fifty-five were recorded this year because membership was extended to all who attended the 2011 EMG's Wild Game Dinner and wanted membership.
2. An EMG member has offered to pay the facility rental fee for the Wild Game Dinner/Auction.
3. The EMG's Wild Game Dinner/Auction was well received and supported by the community. Income is expected to increase in 2012.
4. Harold Erland reports that the City of Snoqualmie will provide a grant to fund one reconditioned GPS collar and one VHF collar this year.
5. RMEF approved a USVEMG grant request for habitat improvements on the WDNR's CCC flats.
6. An ALEA grant for \$5,000 will be requested from WDFW for habitat improvements on the CCC flats.
7. EMG volunteers built two deer traps for an "in-kind" sale to the Muckleshoot Tribe, who will provide needed equipment and services in return.
8. USVEMG volunteers accumulated 4,200 hours of labor in 2011 while trapping, collaring, and tracking cow elk via telemetry; conducting wildlife counts and surveys; rebuilding wildlife fences along Interstate Highway 90 to reduce wildlife mortality; and

conducting wildlife briefings for elected officials, school classes, and the general public. Volunteer hours will significantly increase during 2012, because of grants received for habitat improvement. We are projecting about 6,000 volunteer hours to be recorded in 2012.

Expenditures

<u>Category</u>	<u>Actual 2011</u>	<u>Budget 2012</u>
9. Administrative:		
Liability Insurance	\$ 866	\$ 968
USPS PO Box	70	70
WA Corporation Fees	50	50
10. Fund Raising Expenses	2,268	5,000
11. Collaring and Telemetry Equipment		15,850
12. Veterinary drugs	300	500
13. Preservation Agents & Equipment	200	300
14. Habitat Improvement CCC Flats:		
Equipment Rentals	400	6,000
Fuel	51	1,000
Transportation		500
Seeds and bedding material		1,000
15. Public Relations, Education & Outreach	600	1,500
16. Volunteer Labor Costs	\$85,000	\$126,000
17. Other-miscellaneous		3,000
Totals	<u>\$89,805</u>	<u>\$158,238</u>

Expenditures Detail

9. Reoccurring expenses. A small increase in liability insurance is due to the addition of "host liquor liability" coverage for the Wild Game Dinner/Auction event. It is required if wine and/or beer is sold at the event.

10. Wild Game Dinner/Auction direct expenses, i.e. lease of facility, payment of caterer, etc.

11. New GPS collar, four VHF collars and signal processors.

12. Selenium, vitamins, and antibiotics.

13. Formaldehyde and hydrogen peroxide.

14. Excavators, fuel, transportation costs and additional seeds.

15. Festivals at Mt Si, Snoqualmie, and Fall City-public outreach and education.

16. Volunteer labor costs at \$21/per hour for trap construction, collaring, telemetry work, wildlife surveys, fence building, and community outreach.

17. Unfunded requirements e.g. possible increase in IRS non-profit fee.

Jim Gildersleeve
Treasurer

Date Approved:

