

DRAFT AGENDA

2022 FALL BOARD MEETING

Wednesday, October 26, 1:00 PM (MDT)

NOTE MEETING LOCATION: Fairfield Ambulance Center, 24 1st St SW, Fairfield, MT

Join via Zoom:

<https://us02web.zoom.us/j/82834288900?pwd=RVJ1azNhRVdwckVXb1dBb0xleW9Bdz09>

Meeting ID: 828 3428 8900

Passcode: 276387

Meeting to be preceded by lunch at 12:30 and SRWG Water Management Working Group at 10 am

- I. Welcome
 - a. Roll call
 - b. Changes to board and committee chairs
 - c. Review/approve 2022Q3 meeting summary

- II. Committee Updates
 - a. Financial Committee – Chair: Perk Perkins
 - i. Quarterly Reports (emailed; discuss if necessary)
 - ii. 2022 Budget YTD; year-end cash-flow
 - iii. 2023 budget
 - iv. Accounting update status
 - b. Executive Committee – Chair: Erling Juel
 - i. Executive Director Review Overview
 - ii. Board Chair status
 - c. Governance Committee – Chair: Linda Berger
 - i. Board candidates / January election
 - ii. Next steps for committee
 - d. Project Committee – Chair: Dave Martin & Tanner Tompkins
 - i. Project process – discussion of involvement and communication desired for board, committee, and Executive Director in SRWG projects, plans, and programs
 - ii. Procurement for interactive mapping project
 - iii. Next steps for committee

- III. Executive Director Update
 - a. Request to join MWCC board of directors
 - b. Recap 2022 fundraising; 2023 fundraising plan
 - c. Current and outstanding grants
 - d. Projects (Matrix overview)
 - e. SRWG Events and Activities
 - f. Other year-end wrap-up items (if any)

- IV. BSWC Update
 - a. Update, remaining activities, end of term

- V. Other / Public Comment

EVENTS and MEETINGS

October 28 – Nov 8	Tracy Vacation (back in office November 9)
November 9	Cascade CD/NRCS Resource Concern Public Meeting (location and time TBD)
January 18	SRWG Board Meeting and Board Election, Great Falls (TBD)
February 18	Winter RiverFest at the Newberry

DRAFT

MEETING SUMMARY

2022 SUMMER BOARD MEETING

Wednesday, July 20, 1:00 PM (MDT) - Augusta Community Center

PARTICIPANTS

Erling Juel, Chair

John Chase, Vice-Chair

Perk Perkins, Treasurer (by phone)

Dave Martin

Lee Signalness

Linda Berger

Tanner Tompkins

Steve Leathe

Tracy Wendt (staff)

Jessica Ramirez (BSWC)

Bruce (Butch) Gillespie, Senate

Representative District 9

SRWG ADMINISTRATIVE BUSINESS

A quorum was present

John Chase moved to accept the 2022 Q2 meeting summary; Linda seconded; board unanimously voted to accept the summary.

Committee Updates

Financial Committee

- 2022 Budget YTD: partner donations are well-deserved, hard-earned money. Grants are under budget due to timing but will even out when grants close out. Operational expenses are over budget but it looks like an error in the payroll column – Tracy will research. If it’s something bigger than a typo, Perk and Tracy will report back to the full board. Overall, looking good so far year-to-date.
- Erling suggested SRWG start thinking about some kind of investment in our long-term financial strategy, such as a CD. Financial committee will discuss this while creating 2023 budget and will report out to the board at the October meeting. This isn’t likely something we’re ready for until we add staff then stabilize, but it would be smart to start considering it for the future. Currently SRWG uses checking for most funds and savings for “restricted funds” meant to be used for particular projects or programs.
- Accounting update/recommendation: Tracy recapped some accounting issues stated at the Q2 meeting. In researching possible solutions, Tracy spoke with multiple accounting firms to get fee and service structures, other watershed groups to learn how they do accounting, and our current accountant to find out how flexible she is to help solve our issues. The resulting suggestion is outlined in a handout, and includes:
 - Purchase and training of Quickbooks for Tracy; migrate day-to-day accounting to in-house (up to \$500)
 - Accountant continues to do payroll, performs monthly reconciliation/review of all accounts, processes payroll taxes, processes 990 (income taxes)
 - Treasurer performs quarterly reconciliation prior to board meeting, with follow up call with Tracy to discuss any concerns or questions
 - Employee mileage and other reimbursements changed to direct deposit with payroll; to be reviewed by an officer of the board
 - Switch to billpay through our bank for vendors
 - Adoption of revised financial policy pending review by an outside party
 - Board expressed concern about whether new procedures would be time-consuming. Tracy explained that the current procedure is resulting in inefficient grant management

and it is very time consuming to reconcile multiple spreadsheets Tracy uses with reports accountant sends at month-end. New procedures would take same or less time.

- Board voted to approve purchase of Quickbooks and training and change to direct deposit for employee reimbursements. Linda made the motion, John seconded, board voted unanimously.
- Board expressed confidence in the draft financial policy as presented by Tracy and Perk; Tracy will circulate for a vote via email once third-party comments are received and incorporated.

Governance Committee

- Linda presented update from the committee. Election is in January. Current board lacks representation from west of highway 287, ag producers; see board roster spreadsheet. Four board members have terms expiring in January – need to find out who will re-up and who wants off.
- Conservation Districts determine board participation of their representatives. John would like to stay on the board – Tracy and John will discuss with Cascade CD. Tracy will check with Lewis & Clark CD and Teton CD to see how they want to handle Dave and Dean’s positions. SRWG bylaws say we will reserve board positions for CD representatives, so those positions remain open until filled. Bylaws state 2/3 is necessary for a quorum, so we can still have a quorum with open board seats.
- Board candidate discussion Merle Morris or his son (Tucker) were suggested as potential board members, Erling to follow up. Need to consider “holes” in our board skills demographics (refer to spreadsheet) as we recruit folks. People can be on committees even if they aren’t board members. Sarah Cobb used to be on the board but got too busy – interested in coming back?
- New stakeholder information form: presented to board; may help us identify committee or board members, other resources. Add question about “what are your conservation interests (i.e. soils, earth science, water quality)” – distinguish interests from skills. Education background would be good to assist with outreach
- For next board meeting, current board members and staff should invite prospective board members. Ideally, new board members will attend one or more meetings prior to being put on the ballot. There is a vetting process – a member of the governance committee performs an interview with potential members, then the committee discusses. Tracy also sends bylaws and board orientation document to potential members so they understand commitments.
- Tracy is trying to get funds to do board team-building and tour
- Working on fall board meeting location. Prefer to have it in Simms, Fort Shaw, or Sun River to make it easier for folks from those areas to attend, but it’s hard to find a location that has good internet. Need internet for the next meeting because it’s preceded by Water Management Working Group. Can do Fairfield again if no other location is found.
- Next steps for committee: EVERYONE work on recruitment. Consider buying an ad for working group and board meetings, recruiting board members.

Executive Committee – nothing at this time

Executive Director Update

- New WRP was accepted by DEQ and is available on the SRWG website “resources” page. New Plan incorporates EPA requirements as well as SRWG strategic values and is a long-term planning document. Will be a good tool for potential grantors and partners as it shows we are strategic in our actions. The project matrix is updated every quarter for

the board meeting and will be updated in the WRP at the same time. Erling said GID will print copies of the plan for all board members. SRWG's new Watershed Management Grant has some outreach funds specifically for creating brief WRP overview documents and annual reports.

- New webpages: Recreation and Safety page was added and River Conditions page was updated. Looking for feedback/additional information that would be helpful to display.
- Muddy Creek Master Plan is complete and SRWG was awarded \$1.7M to implement the first suite of projects described in the Plan. See Appendix B in the Master Plan for a description of the new project.
- SRWG was awarded a DNRC Watershed Management Grant for \$24,157, a little less than we asked for, but goes a long way to cover administrative costs.
- SRWG had applied under Teton CD for a RRG planning grant and were denied, but we were encouraged to reapply under the RDG program and plan to do so in July. The original application was focused on irrigation efficiency; the committee encouraged us to focus more on watershed-scale benefits to natural resources in our re-application. This will enable hiring a consultant/engineering team to do a Preliminary Engineering Report, include funding for SRWG to manage the project, and some funds go to TCD for administration fee.
- 2022 Events
 - So far held Freezeout Lake cleanup and weed whacker rodeo. Upcoming is the BBQ at the Ball Park (July 22), Rain Barrel Workshop (July 24), Suds for the Sun pint night (August 1) and Bashin' Trash River Cleanup (August 20).

BSWC Update

- See Attachment.
- Jessica is now trained to do wetland delineations (necessary for some federal permits). This is a potential resource for SRWG as it will save us money on permitting and we may be able to lend Jessica out to other entities that need delineations (for a small fee). Even as Jessica moves on to her next job, this gives us an idea of whether we'd eventually want staff to get trained up to do delineations.
- Jessica will be doing a practice delineation with BLM and Amy Chadwick for our Low-tech Process-based restoration project at Tunnel Lake in August.

3 – 4 PM PROJECT UPDATE

This was a public session that included:

- Overview of project selection and prioritization process
- Muddy, Adobe Creek and WRP project updates
- Ongoing programs and other projects
- NEW Project Map project (update by Tanner)
- Sun Canyon Bridge – Erling/GID

Adjourn to the Buckhorn Bar for networking.

Summary accepted by SRWG:

Board representative

Date



SUN RIVER
WATERSHED GROUP

2023 Budget v 2022 Actual

	Q1 (Jan - Mar)		Q2 (June YTD)		Q3 (Sept YTD)		Q4 (Dec YTD)	
INCOME - OPERATIONS	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual
PARTNER DONATION	\$ 20,750.00	\$ 16,580.29	\$ 30,250.00	\$ 27,818.95	\$ 37,550.00	\$ 35,777.12	\$ 42,650.00	\$ -
Broken O Ranch	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	
Cascade Conservation District	\$ -	\$ -	\$ -	\$ 300.00	\$ 3,000.00	\$ 300.00	\$ 3,000.00	
Greenfields Irrigation District	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 9,000.00	\$ 9,000.00	
Lewis & Clark Conservation Dist.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
Teton Conservation District	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
GF Flood District	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	
Sun Valley Ditch	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00	
Cascade County	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	
Teton County	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00	
New Partner	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 150.00	\$ 2,500.00	
Board Contributions	\$ 250.00	\$ 323.06	\$ 2,250.00	\$ 1,323.06	\$ 2,250.00	\$ 1,523.06	\$ 2,350.00	
Special Events	\$ 6,000.00	\$ 10,257.23	\$ 11,000.00	\$ 15,195.89	\$ 11,800.00	\$ 16,454.06	\$ 12,800.00	
other 2022 income								
GRANTS	\$ 6,500.00	\$ 6,460.78	\$ 10,900.00	\$ 30,839.11	\$ 47,200.00	\$ 33,018.30	\$ 73,500.00	\$ -
DNRC - Irrigation Development Grant	\$ 1,500.00	\$ -	\$ 3,000.00	\$ 1,634.05	\$ 4,500.00	\$ 3,508.42	\$ 5,000.00	
DNRC - Watershed Management Grant	\$ 2,000.00	\$ -	\$ 3,600.00	\$ -	\$ 5,600.00	\$ -	\$ 7,600.00	
LT-PBR - Arnold Coulee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500.00	
WaterSMART - Muddy Creek Phase I	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -	\$ 42,000.00	
BLM Monitoring (2023)	\$ -	\$ -	\$ -	\$ -	\$ 4,500.00	\$ -	\$ 4,500.00	
MWCC - Capacity	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
TCD - RDG Planning Grant	\$ -	\$ -	\$ 1,300.00	\$ -	\$ 2,600.00	\$ -	\$ 3,900.00	
DNRC - 2023 WMG	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 4,000.00	
Other 2022 grant income	\$ -	\$ 3,460.78	\$ -	\$ 26,205.06	\$ -	\$ 26,509.88	\$ -	
TOTAL OPERATIONAL INCOME	\$ 27,250.00	\$ 23,041.07	\$ 41,150.00	\$ 58,658.06	\$ 84,750.00	\$ 68,795.42	\$ 116,150.00	\$ -
INCOME - PROJECTS	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual
DNRC - Watershed Management Grant	\$ -	\$ -	\$ 3,600.00	\$ -	\$ 3,600.00	\$ -	\$ 3,600.00	
LT-PBR - Arnold Coulee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	



SUN RIVER
WATERSHED GROUP

2023 Budget v 2022 Actual

	Q1 (Jan - Mar)		Q2 (June YTD)		Q3 (Sept YTD)		Q4 (Dec YTD)	
WaterSMART - Muddy Creek Phase I	\$ -	\$ -	\$ -	\$ -	\$ 21,000.00	\$ -	\$ 454,090.00	
<i>BLM Monitoring (2023)</i>	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	
<i>DNRC - 2023 WMG</i>	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 4,000.00	
<i>MWCC or State travel assistance</i>	\$ -	\$ -	\$ 600.00	\$ -	\$ 850.00	\$ -	\$ 850.00	
Other 2022 project income	\$ -	\$ 2,655.75	\$ -	\$ 26,411.37	\$ -	\$ 26,411.37	\$ -	
Weed Program	\$ -	\$ -	\$ 1,700.00	\$ 750.00	\$ 1,700.00	\$ 1,350.00	\$ 1,700.00	\$ -
TCD	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
CCD	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ 100.00	\$ 200.00	
GID	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
FSID	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
Gary Kasper	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
Lewis & Clark Weed District	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
3Rivers	\$ -	\$ -	\$ 100.00	\$ 150.00	\$ 100.00	\$ 150.00	\$ 100.00	
<i>New funding source</i>	\$ -	\$ -	\$ 500.00	\$ 200.00	\$ 500.00	\$ 200.00	\$ 500.00	
TOTAL PROJECT INCOME	\$ -	\$ 2,655.75	\$ 5,900.00	\$ 27,911.37	\$ 31,650.00	\$ 29,111.37	\$ 474,740.00	\$ -
TOTAL INCOME	\$ 27,250.00	\$ 25,696.82	\$ 47,050.00	\$ 86,569.43	\$ 116,400.00	\$ 97,906.79	\$ 590,890.00	\$ -

	Q1 (Jan - Mar)		Q2 (Apr - Jun)		Q3 (July - Sept)		Q4 (Oct - Dec)	
EXPENSES - OPERATIONS	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual
Payroll (ED)	\$ 16,240.00	\$ 14,053.39	\$ 32,480.00	\$ 30,238.96	\$ 48,720.00	\$ 46,362.14	\$ 64,960.00	
Payroll (tech)	\$ -	\$ -	\$ -	\$ -	\$ 10,500.00	\$ -	\$ 21,000.00	
Retirement (ED) (8.07%)	\$ 1,003.00	\$ 915.62	\$ 2,006.00	\$ 2,001.95	\$ 3,009.00	\$ 3,088.28	\$ 4,012.00	
Retirement (tech) (8.07%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 847.35	
Medical stipend (ED)	\$ 750.00	\$ -	\$ 1,500.00	\$ -	\$ 2,250.00	\$ -	\$ 3,000.00	
Medical stipend (tech)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00	
Phone / internet stipend	\$ 300.00	\$ 300.00	\$ 600.00	\$ 600.00	\$ 1,200.00	\$ 900.00	\$ 1,800.00	



SUN RIVER
WATERSHED GROUP

2023 Budget v 2022 Actual

	Q1 (Jan - Mar)		Q2 (June YTD)		Q3 (Sept YTD)		Q4 (Dec YTD)	
Mileage	\$ 800.00	\$ 977.09	\$ 1,800.00	\$ 2,286.19	\$ 2,800.00	\$ 3,763.19	\$ 3,050.00	
Liability Insurance	\$ 1,100.00	\$ 843.00	\$ 1,100.00	\$ 843.00	\$ 1,100.00	\$ 843.00	\$ 1,100.00	
Accounting Consultant	\$ 500.00	\$ 479.55	\$ 800.00	\$ 778.45	\$ 1,100.00	\$ 1,178.45	\$ 1,600.00	
Website	\$ 400.00	\$ 359.76	\$ 422.00	\$ 359.76	\$ 422.00	\$ 380.93	\$ 422.00	
Office Expenses	\$ 100.00	\$ 129.19	\$ 150.00	\$ 200.13	\$ 200.00	\$ 4,050.27	\$ 450.00	
Advertising	\$ 75.00	\$ 68.50	\$ 150.00	\$ 289.45	\$ 225.00	\$ 289.45	\$ 300.00	
Outreach Events and Materials	\$ 200.00	\$ -	\$ 400.00	\$ -	\$ 600.00	\$ -	\$ 800.00	
Memberships	\$ 455.00	\$ 453.00	\$ 525.00	\$ 518.00	\$ 525.00	\$ 518.00	\$ 625.00	
Special events	\$ 500.00	\$ -	\$ 650.00	\$ 1,302.86	\$ 1,050.00	\$ 2,640.50	\$ 3,050.00	
<i>Other 2022 Ops Expenses</i>								
TOTAL OPERATIONAL EXPENSES	\$ 22,423.00	\$ 18,579.10	\$ 42,583.00	\$ 39,418.75	\$ 73,701.00	\$ 64,014.21	\$ 107,766.35	\$ -
EXPENSES - PROJECTS	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual	2023 Budget	2022 Actual
Conferences and Trainings	\$ 1,000.00	\$ 60.00	\$ 1,250.00	\$ 60.00	\$ 1,250.00	\$ 1,020.54	\$ 1,250.00	
Project Mileage	\$ 100.00	\$ -	\$ 600.00	\$ -	\$ 1,100.00	\$ -	\$ 1,350.00	
Weed Spray Day Lunches	\$ -	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	
Weed program supplies	\$ -	\$ -	\$ 100.00	\$ -	\$ 300.00	\$ 62.06	\$ 300.00	
Seasonal Gage Maintenance	\$ -	\$ 1,502.50	\$ 500.00	\$ 1,579.82	\$ 1,000.00	\$ 1,579.82	\$ 1,500.00	
Water Quality Montitoring supplies	\$ 100.00	\$ 187.17	\$ 600.00	\$ 203.28	\$ 700.00	\$ 203.28	\$ 800.00	
Mapping Consultant	\$ 3,200.00	\$ -	\$ 3,200.00	\$ -	\$ 3,200.00	\$ -	\$ 3,200.00	
Muddy Creek Planning Eng.	\$ -	\$ -	\$ -	\$ -	\$ 21,000.00	\$ -	\$ 71,000.00	
Muddy Creek Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 383,090.00	
Other project supplies	\$ -	\$ 1,093.25	\$ -	\$ 1,168.25	\$ 7,000.00	\$ 1,332.09	\$ 7,000.00	
<i>Other 2022 Project Expenses</i>		\$ 15.00		\$ 21,520.92		\$ 30,415.50		
TOTAL PROJECT EXPENSES	\$ 4,400.00	\$ 2,857.92	\$ 6,650.00	\$ 24,532.27	\$ 35,950.00	\$ 34,613.29	\$ 469,890.00	\$ -
TOTAL EXPENSES	\$ 26,823.00	\$ 21,437.02	\$ 49,233.00	\$ 63,951.02	\$ 109,651.00	\$ 98,627.50	\$ 577,656.35	\$ -
TOTAL OPERATIONAL INCOME	\$ 27,250.00	\$ 23,041.07	\$ 41,150.00	\$ 58,658.06	\$ 84,750.00	\$ 68,795.42	\$ 116,150.00	\$ -
TOTAL OPERATIONAL EXPENSES	\$ 22,423.00	\$ 18,579.10	\$ 42,583.00	\$ 39,418.75	\$ 73,701.00	\$ 64,014.21	\$ 107,766.35	\$ -
OPERATIONAL NET	\$ 4,827.00	\$ 4,461.97	\$ (1,433.00)	\$ 19,239.31	\$ 11,049.00	\$ 4,781.21	\$ 8,383.65	\$ -



2023 Budget v 2022 Actual

	Q1 (Jan - Mar)		Q2 (June YTD)		Q3 (Sept YTD)		Q4 (Dec YTD)	
TOTAL PROJECT INCOME	\$ -	\$ 2,655.75	\$ 5,900.00	\$ 27,911.37	\$ 31,650.00	\$ 29,111.37	\$ 474,740.00	\$ -
TOTAL PROJECT EXPENSES	\$ 4,400.00	\$ 2,857.92	\$ 6,650.00	\$ 24,532.27	\$ 35,950.00	\$ 34,613.29	\$ 469,890.00	\$ -
PROJECT NET	\$ (4,400.00)	\$ (202.17)	\$ (750.00)	\$ 3,379.10	\$ (4,300.00)	\$ (5,501.92)	\$ 4,850.00	\$ -
TOTAL INCOME	\$ 27,250.00	\$ 25,696.82	\$ 47,050.00	\$ 86,569.43	\$ 116,400.00	\$ 97,906.79	\$ 590,890.00	\$ -
TOTAL EXPENSES	\$ 26,823.00	\$ 21,437.02	\$ 49,233.00	\$ 63,951.02	\$ 109,651.00	\$ 98,627.50	\$ 577,656.35	\$ -
NET TOTAL	\$ 427.00	\$4,259.80	\$ (2,183.00)	\$22,618.41	\$ 6,749.00	(\$720.71)	\$ 13,233.65	\$0.00

SRWG ESTIMATED CASH FLOW THROUGH 2022

SRWG checking balance

10/24/2022: \$21,192.88

Dates and amounts in italics are estimated

Description	Date	Amount	total (cash flow)	Comments
Lewis & Clark CD Invoice	10/10/2022	<i>(\$6,576.14)</i>	\$14,616.74	<i>should clear this week</i>
Payroll	10/28/2022	<i>(\$1,739.21)</i>	\$12,877.53	
Payroll tax - MT	10/28/2022	<i>(\$222.00)</i>	\$12,655.53	
Mileage reimbursement - Coordinator	10/28/2022	<i>(\$250.00)</i>	\$12,405.53	estimated
Accounting (monthly)		<i>(\$60.00)</i>	\$12,345.53	
Payroll accounting (qrtly)	10/28/2022	<i>(\$152.05)</i>	\$12,193.48	
File Storage	10/29/2022	<i>(\$11.99)</i>	\$12,181.49	
Payroll	11/11/2022	<i>(\$1,739.21)</i>	\$10,442.28	
Payroll tax - MT	11/11/2022	<i>(\$222.00)</i>	\$10,220.28	
Mileage reimbursement - Coordinator	11/11/2022	<i>(\$200.00)</i>	\$10,020.28	estimated
Phone + internet stipend	11/11/2022	<i>(\$100.00)</i>	\$9,920.28	
Accounting (monthly)	11/29/2022	<i>(\$60.00)</i>	\$9,860.28	
WVG Reimbursement	11/15/2022	\$9,080.65	\$18,940.93	
Payroll tax - IRS	11/15/2022	<i>(\$1,167.22)</i>	\$17,773.71	
Cascade CD	10/30/2022	<i>\$420.04</i>	\$18,193.75	reimb for adobe
SRWG Visa	11/25/2022	<i>(\$1,000.00)</i>	\$17,193.75	
Payroll	11/25/2022	<i>(\$1,739.21)</i>	\$15,454.54	
Payroll tax - MT	11/25/2022	<i>(\$222.00)</i>	\$15,232.54	
Mileage reimbursement - Coordinator	11/25/2022	<i>(\$200.00)</i>	\$15,032.54	estimated
File Storage	11/29/2022	<i>(\$11.99)</i>	\$15,020.55	
Broken O contribution	12/1/2022	\$2,500.00	\$17,520.55	<i>requested late</i>
Payroll	12/9/2022	<i>(\$1,739.21)</i>	\$15,781.34	
Payroll tax - MT	12/9/2022	<i>(\$222.00)</i>	\$15,559.34	
Mileage reimbursement - Coordinator	12/9/2022	<i>(\$100.00)</i>	\$15,459.34	estimated
Payroll tax - IRS	12/15/2022	<i>(\$1,167.22)</i>	\$14,292.12	
Payroll	12/23/2022	<i>(\$1,739.21)</i>	\$12,552.91	
Payroll tax - MT	12/23/2022	<i>(\$222.00)</i>	\$12,330.91	
Mileage reimbursement - Coordinator	12/23/2022	<i>(\$100.00)</i>	\$12,230.91	estimated
File Storage	12/29/2022	<i>(\$11.99)</i>	\$12,218.92	

COMMENTS

Sun River Watershed Group
Balance Sheet
As of September 30, 2022

	<u>Sep 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Primary Savings	6,813.41
1015 · Checking	<u>13,251.42</u>
Total Checking/Savings	<u>20,064.83</u>
Total Current Assets	<u>20,064.83</u>
TOTAL ASSETS	<u>20,064.83</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2059 · Payroll Liabilities	<u>3,795.37</u>
Total Other Current Liabilities	<u>3,795.37</u>
Total Current Liabilities	<u>3,795.37</u>
Total Liabilities	3,795.37
Equity	
3010 · Unrestrict (retained earnings)	18,939.67
Net Income	<u>(2,670.21)</u>
Total Equity	<u>16,269.46</u>
TOTAL LIABILITIES & EQUITY	<u>20,064.83</u>

Sun River Watershed Group
Profit & Loss by Class
July through September 2022

	<u>361 DNRC WMG 2022-24</u>	<u>345 LTPBR</u>	<u>395 Adobe Avulsion</u>	<u>100 Weeds</u>	<u>210 Water Quality</u>
Ordinary Income/Expense					
Income					
4010 · Indiv/business contribution	0.00	0.00	0.00	0.00	0.00
4050 · Partner Contributions	0.00	0.00	0.00	600.00	0.00
4100 · Fundraising Campaigns	0.00	0.00	0.00	0.00	0.00
4600 · Grants	0.00	0.00	304.82	0.00	0.00
Total Income	<u>0.00</u>	<u>0.00</u>	<u>304.82</u>	<u>600.00</u>	<u>0.00</u>
Expense					
7220 · Salaries & wages	697.16	0.00	444.74	0.00	0.00
7225 · Covid Wages	0.00	0.00	0.00	0.00	0.00
7230 · Payroll Taxes & Workers Comp	104.57	0.00	66.72	0.00	0.00
7235 · Retirement	0.00	0.00	0.00	0.00	0.00
7237 · Health Insurance Stipend	0.00	0.00	0.00	0.00	0.00
7240 · Phone Stipend	0.00	0.00	0.00	0.00	0.00
7245 · Mileage Reimbursement	162.37	0.00	5.75	218.95	0.00
7255 · Accounting fees	0.00	0.00	0.00	0.00	0.00
7260 · Website expenses	0.00	0.00	0.00	0.00	0.00
7270 · Advertising & Outreach	0.00	0.00	0.00	62.06	0.00
7275 · Office Supplies	277.99	0.00	0.00	390.79	45.62
7285 · Conference,convention,meeting	0.00	0.00	0.00	0.00	0.00
7295 · Special Event Expense	0.00	0.00	0.00	118.00	0.00
7400 · Fundraising	0.00	0.00	0.00	0.00	0.00
8030 · BSWC Mileage, Phone, Equip	228.39	0.00	0.00	0.00	0.00
8100 · Non contractor expenses					
8110 · Supplies	0.00	0.00	0.00	0.00	0.00
Total 8100 · Non contractor expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
9000 · - Project Costs	6,250.00	261.59	0.00	0.00	0.00
Total Expense	<u>7,720.48</u>	<u>261.59</u>	<u>517.21</u>	<u>789.80</u>	<u>45.62</u>
Net Ordinary Income	<u>(7,720.48)</u>	<u>(261.59)</u>	<u>(212.39)</u>	<u>(189.80)</u>	<u>(45.62)</u>
Net Income	<u><u>(7,720.48)</u></u>	<u><u>(261.59)</u></u>	<u><u>(212.39)</u></u>	<u><u>(189.80)</u></u>	<u><u>(45.62)</u></u>

Sun River Watershed Group
Profit & Loss by Class
July through September 2022

	<u>330 BoR Grant R19AP00263</u>	<u>360 DNRC WMG 20-0077</u>	<u>365 Irrigation Dev Grant</u>
Ordinary Income/Expense			
Income			
4010 · Indiv/business contribution	0.00	0.00	0.00
4050 · Partner Contributions	0.00	0.00	0.00
4100 · Fundraising Campaigns	0.00	0.00	0.00
4600 · Grants	0.00	0.00	1,874.37
Total Income	<u>0.00</u>	<u>0.00</u>	<u>1,874.37</u>
Expense			
7220 · Salaries & wages	1,839.06	60.10	829.38
7225 · Covid Wages	0.00	0.00	0.00
7230 · Payroll Taxes & Workers Comp	275.87	9.02	124.41
7235 · Retirement	0.00	0.00	0.00
7237 · Health Insurance Stipend	0.00	0.00	0.00
7240 · Phone Stipend	0.00	0.00	0.00
7245 · Mileage Reimbursement	36.49	0.00	232.24
7255 · Accounting fees	0.00	0.00	0.00
7260 · Website expenses	0.00	0.00	0.00
7270 · Advertising & Outreach	0.00	0.00	0.00
7275 · Office Supplies	654.34	0.00	0.00
7285 · Conference,convention,meeting	0.00	0.00	0.00
7295 · Special Event Expense	0.00	0.00	0.00
7400 · Fundraising	0.00	0.00	0.00
8030 · BSWC Mileage, Phone, Equip	0.00	0.00	0.00
8100 · Non contractor expenses			
8110 · Supplies	0.00	0.00	0.00
Total 8100 · Non contractor expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
9000 · - Project Costs	2,318.44	0.00	0.00
Total Expense	<u>5,124.20</u>	<u>69.12</u>	<u>1,186.03</u>
Net Ordinary Income	<u>(5,124.20)</u>	<u>(69.12)</u>	<u>688.34</u>
Net Income	<u><u>(5,124.20)</u></u>	<u><u>(69.12)</u></u>	<u><u>688.34</u></u>

Sun River Watershed Group
Profit & Loss by Class
July through September 2022

	<u>400 Unrestricted Funds</u>	<u>500 Spec Event/Meeting</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
4010 · Indiv/business contribution	920.00	0.00	920.00
4050 · Partner Contributions	5,000.00	0.00	5,600.00
4100 · Fundraising Campaigns	253.17	435.00	688.17
4600 · Grants	750.00	0.00	2,929.19
Total Income	<u>6,923.17</u>	<u>435.00</u>	<u>10,137.36</u>
Expense			
7220 · Salaries & wages	10,723.75	0.00	14,594.19
7225 · Covid Wages	0.00	0.00	0.00
7230 · Payroll Taxes & Workers Comp	(395.60)	0.00	184.99
7235 · Retirement	1,086.33	0.00	1,086.33
7237 · Health Insurance Stipend	1,344.00	0.00	1,344.00
7240 · Phone Stipend	100.00	0.00	100.00
7245 · Mileage Reimbursement	821.20	0.00	1,477.00
7255 · Accounting fees	400.00	0.00	400.00
7260 · Website expenses	21.17	0.00	21.17
7270 · Advertising & Outreach	0.00	0.00	62.06
7275 · Office Supplies	2,259.12	217.03	3,844.89
7285 · Conference,convention,meeting	960.54	0.00	960.54
7295 · Special Event Expense	3.50	260.00	381.50
7400 · Fundraising	956.14	0.00	956.14
8030 · BSWC Mileage, Phone, Equip	0.00	0.00	228.39
8100 · Non contractor expenses			
8110 · Supplies	205.25	0.00	205.25
Total 8100 · Non contractor expenses	<u>205.25</u>	<u>0.00</u>	<u>205.25</u>
9000 · - Project Costs	0.00	0.00	8,830.03
Total Expense	<u>18,485.40</u>	<u>477.03</u>	<u>34,676.48</u>
Net Ordinary Income	<u>(11,562.23)</u>	<u>(42.03)</u>	<u>(24,539.12)</u>
Net Income	<u><u>(11,562.23)</u></u>	<u><u>(42.03)</u></u>	<u><u>(24,539.12)</u></u>

Fall Quarterly Report

WOW Career Fair

Last week, Tracy and I hosted a station at United Way's Wonder of Works Career Fair. The event was held at the University of Providence where each station had an activity for 8th and 10th graders that encouraged them to consider different career options. We represented conservation science careers and used the Cascade CD's rolling rivers trailer to discuss different local conservation issues and how different jobs play a role in management of natural resources.



Thank You

I wanted to thank everyone that I met this year that helped me learn about the Sun River Watershed.

I really enjoyed going out for water quality days and spending time on the Sun River and in the Sun Canyon. I've learned so many new skills that I know will help me with my next steps.

Also, a huge thank you to Tracy and Chris for being amazing supervisors!



This Year's Events

- Winter Riverfest
- Pollinator Initiative Pick-Ups and Site Visits
- Helena Seed Swap
- Carroll College Conference
- Lake Helena Willow Cutting and Project
- Big Sky Bison Ranch Willow Cutting and Restoration
- GIS Course
- Envirothon
- Mini Education Grant
- Lincoln School Education Day
- Ag Day
- Wetland Delineation Course
- Summer Walk Series Kick-Off
- Stream Studies Walk
- Wonders of Wetlands Walk
- Rain Barrel Workshops
- Weed Whacker Rodeo
- Tunnel Lake Delineation
- Bashin' Trash
- Watershed Festival
- WOW Career Fair
- Board Meetings
- Monthly Water Quality Monitoring
- MWCC Cost Share Grant Report