

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, September 24, 2019 – 4:00pm
Coupeville Library
162 Cemetery Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Michael Moore, Sally Garratt, Al Sherman, Wilbur Bishop

Members Absent: Lisa Bernhardt, Chris Holm, David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano, Jason Benson

Other Attendees: Alix Roos, Julie Dougherty Winger, Commissioner Helen Price-Johnson, Roy Zipp

Call to Order:

Vice Chair Garratt called the meeting to order at 4:00pm, and noted we had a quorum. Hearing no public input, Garratt noted that there would be the addition of Resolution 19-02 to the agenda under Old Business.

Minutes:

ACTION: Moore noted one minor change on the August Minutes under Island County report, changing "counting" to "county." Garratt said no vote was necessary, and that the minutes would be adopted as amended.

Friends of Ebey's Report:

Ex. Director Alix Roos reported this is her last official meeting report as Ex. Director of the Friends. Roos introduced Julie Dougherty-Winger as the incoming Ex. Director. Roos also informed the board that the Friends had approved the board's funding request for FY 2020; the house party was a success; and, that a final appeal will be sent. Roos noted she would be working with Julie on a smooth transition. Griffin thanked Roos for her hard work on behalf of the board and the Friends.

Treasurer's Report:

Garratt called on Sherman to present the vouchers. Sherman presented the vouchers for operations and for the restricted fund, adding there was nothing out of the ordinary.

Partner Reports

Town of Coupeville: Moore reported the Town will hold a budget meeting on October 8th as they work through their budget process; Griffin noted she will be speaking later to the town council.

Washington St. Parks: No report.

National Park Service: Zipp reported that NPS is closing out the fiscal year; that work is underway at the Ferry House outbuildings, and completion of work is slated for Nov/Dec.; the farm leasing applicants have until October 24th to get their applications in. Griffin asked about a Trust Board briefing for the panel, and Zipp said there was no status on it. Adding, the panel must have the autonomy to select without outside interference. Griffin asked if

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The Trust Board members could submit comments, and Zipp said yes. Griffin said it's important for the Trust Board be able to make comment.

Old Business:

- **Strategic Planning Update:** Griffin indicated that we are very close to approving the plan with minor edits. Garratt asked about next steps, saying that it might be something to vote on at the next regular meeting. Bishop asked for it to be discussed at the next workshop, then up for a vote at the October regular meeting. submitted for approval the FY 2020 Operations budget and the Restricted (Ebey's Forever Grant) budget.
- **Resolution 19-02, Mission Statement:** Garratt read Resolution 19-02 regarding the mission statement.

ACTION: Moore moved to adopt Resolution 19-02 relating to the Mission Statement. Second by Bishop. Garratt called for the vote, approved unanimously. Resolution 19-02 was formally adopted.

New Business:

Garratt called on Zipp to make a presentation regarding fiscal concern going into Fiscal Year 2020. Zipp noted how much the culture at the National Park Service has changed since the Interlocal Agreement was adopted, and a look at funding constraints would help the NPS and the Trust Board get a better handle on the financial picture. Discussion ensued following the presentation.

Garratt invited County Commissioner, Helen Price Johnson to give a report on the County. Price Johnson noted that the county is also in 2020 budget-mode; Bishop has agreed to be re-appointed to the board; Einterz has agreed to remain on the board through the end of December. County is actively looking for potential appointees for the Trust Board.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report:

- Griffin reported that she attended the meeting with the Secretary of the Navy. Griffin noted her two take-aways from the meeting were 1) the Secretary said the Navy must be a good neighbor; and 2) the problems with operations were not going to be solved just by the Navy, but would take multiple agencies. The secretary then opened the meeting for participant discussion.

Vouchers:

Garratt called on Sherman to present the vouchers for approval.

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ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 19-194 to 19-214 in the amount of \$21,061.46. Second by Garratt. Following a minor comment, Garratt called for the vote, approved unanimously.


ACTION: Sherman moved to approve the vouchers from the Restricted Fund, vouchers 19-215 to 19-218 in the amount of \$4,627.00. Second by Bishop. Hearing no discussion, Garratt called for the vote, approved unanimously.

Adjourn

Hearing no further business, Garratt entertained a motion to adjourn the meeting. Moved by Sherman, 2nd by Moore. Meeting adjourned at 5:34 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, August 27, 2019 – 4:00pm
Coupeville Library
162 Cemetery Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Chris Holm

Members Absent: Al Sherman, Wilbur Bishop, David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano, Jason Benson

Other Attendees: Alix Roos, Commissioner Helen Price-Johnson, Julie Dougherty Winger

Call to Order:

Chair Bernhardt called the meeting to order at 4:01pm, and noted we had a quorum. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of July 23, 2019. Moved by Moore, second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Friends of Ebey's Report:

Ex. Director Alix Roos reported that a house party is scheduled for September 7, 2019; the Friends are working on their budget and based their action on the Trust Board budget; Friends are submitting for a few grants; Roos announced her leaving as the Ex. Director effective the last day of September, and introduced Julie Dougherty Winger's appointment as the new ED effective October 1st.

Treasurer's Report:

Bernhardt called on Garratt to present the vouchers. Garratt presented the vouchers adding there was nothing out of the ordinary.

Partner Reports

Island County: Price-Johnson reported the big news was the unanimous decision to award funds for the restoration project on the Coupeville Wharf from the economic development funds; the Kettle Trail has been repaved; The Coupeville Green restroom project is complete – funding was from economic development funds. The ~~counting~~ ^{COUNTY} is moving into their budget process for 2020.

Town of Coupeville: Moore reported the Arts Festival was a big success; the town council will be voting on the guest lodging ordinance; the town is beginning their 2020 budget process.

Washington St. Parks: Holm reported state parks is wrapping up a busy and successful season culminating with Labor Day weekend; Planning is well underway on the Haunted Fort in October; Admiralty Lighthouse renovations are moving forward and set to start in

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January and end by July, 2020; an ADA sidewalk will be going in to provide better access to the fort.

National Park Service: No report, although Griffin did report that the NPS was in process of conducting an accessibility review.

Old Business:

- **FY 2020 Operations & Restricted Budgets:** Griffin submitted for approval the FY 2020 Operations budget and the Restricted (Ebey's Forever Grant) budget.

ACTION: Bernhardt entertained a motion to approve the Fiscal Year 2020 operations budget. Moved by Einterz, second by Holm. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Bernhardt entertained a motion to approve the Fiscal Year 2020 restricted (grant) budget. Moved by Einterz, second by Holm. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

- **FY 2020 Trust Board Work Plan:** Griffin presented the FY 2020 Trust Board work plan for discussion, indicating the work plan was based on the strategic plan. Discussion ensued on the work plan elements.

ACTION: Bernhardt entertained a motion to approve the FY 2020 Work Plan. Moved by Moore, second by Garratt. Following minor discussion, Bernhardt called for the vote, approved unanimously.

New Business:

No New Business.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report:

- Griffin introduced Jason Benson as the new Preservation Coordinator. Benson thanked Griffin and the Trust Board saying he's already working with grantees, and is looking forward to being involved with the HPC and the HRC, and in being a part of preservation within the Reserve.
- The Pacific NW Arts School held a very successful Plein Air painting event and art show.
- A meeting will be held on Friday to discuss parking and road issues at Ebey's Landing and Cemetery Road.

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Trails Report

- Einterz reported that he and Zipp met with the Nature Conservancy and walked the bluff trail. The “water bars” and trail work completed last year is having a positive impact. Vegetation signs will remain to help educate hikers to stay on the trail. The Nature Conservancy is trying to figure out the best use for the Sheep Barn. Einterz said he would try and facilitate a meeting with the Whidbey Camano Land Trust before he steps off the board at the end of September.

Holm asked if there was a committee to look into strategic partnerships.

Vouchers:

Bernhardt called on Garratt to present the vouchers for approval.

ACTION: Garratt moved to approve the vouchers from the Operating Fund, vouchers 19-176 to 19-191 in the amount of \$17,568.96. Second by Einterz. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Garratt moved to approve the vouchers from the Restricted Fund, vouchers 19-192 to 19-193 in the amount of \$5,077.74. Second by Einterz. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:03 pm.

Carol L. Castellano

Minutes respectfully submitted by Carol L. Castellano

as corrected

9/24/19

Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, July 23, 2019 – 4:00pm
Coupeville Library
162 Cemetery Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Al Sherman, David Louter

Members Absent: Wilbur Bishop, Chris Holm, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Alix Roos, Julie Dougherty-Winger, Roy Zipp

Call to Order:

Chair Bernhardt called the meeting to order at 4:01pm. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of June 25, 2019. Einterz noted a typo under Town of Coupeville report, which was corrected. Motion to approve corrected minutes by Moore, second by Garratt. Hearing no discussion, Bernhardt called for the vote, corrected minutes approved unanimously.

Friends of Ebey's Report:

Ex. Director Alix Roos noted that the remaining capacity funding for the Trust Board released to the board, as well as additional grant expense funding for additional signs; Friends have started a "text to give" campaign and have interest from several restaurants in participating; Plans are underway for a fundraising house party at the end of August.

Partner Reports

Town of Coupeville: Moore reported that the new parking lot is completed and is actively being used, and that the new bathrooms are also open to the public. The new water treatment plant is finished and will go on-line soon; Short-term rental ordinance draft is before the town council and a public meeting will be scheduled.

National Park Service: Roy Zipp reported on work being done on the outbuildings at the Ferry House; The farm leasing RFP is out with applications due by September 26, 2019. All information is on the website. Several people were at the site visit earlier this month, Zipp hopes to have leases signed by next April. A Student Conservation Association (SCA) crew of high school students is working on various projects including the machine shed at the Pratt Barn. Zipp is hoping to have the bathroom installed out there by the end of the fiscal year.

Washington St. Parks: No report.

Island County: No report.

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Old Business:

- **FARM LEASING:** Bernhardt asked Zipp if there was anything further to report on the leasing process. Hearing none, Bernhardt moved to an update on strategic planning.
- **STRATEGIC PLANNING:** Griffin reported that she and Steelquist are in the final phase of the strategic plan, and presented the draft plan to the board. In addition, the two draft mission statements were presented for discussion. Griffin noted that Steelquist is recommending the plan be put out for public comment and holding the next Trust Board meeting as an open house to hear from the public. Some discussion ensued; Griffin proposed further discussion at the next workshop in August along with the process for developing a work plan and budget.

New Business:

Bernhardt moved to new business and called on Rick Castellano, Ex. Director of the Island County Historical Society (ICHS). Castellano presented an initial proposal for the NPS owned Rockwell House as a possible Center for Archives and Collections Care, Storage and Research facility managed by ICHS. Following the presentation, discussion ensued regarding timelines, cost of restoration, usage, the milking parlour, and how the house relates to the NPS Farm Leasing. Bernhardt suggested the board come back to this in September for further discussion.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers, noting the purchase of a new laptop computer. Vouchers were then passed to the members for signing.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report:

- Griffin presented a letter of support for the Whidbey Island Conservation District to the structure for how rates are charged on property taxes.
- Work continues on the HPC as they work to streamline ordinances and process. Griffin also noted that some properties left out of the contributing structures report have been identified, and we will look into how to best to correct that. Louter indicated he might have someone with NPS who will be able to assist in this process.
- Griffin introduced Chris Larsen with Congressman Larsen's office and noted she has been in touch with the Congressman regarding some administrative issues with NPS.
- Staff is working on developing the DAHP grant RFP for Ebey's Reserve and hopes to have a draft version for the state by the end of July. When that RFP is approved, it will go out to the public. At the cut off for application, a committee will be formed to review applications. Details are still being worked out.
- Griffin said she has received several calls regarding the county plan to spread class B bio-solids on land on the north end of the Reserve, and what the long-term impact will

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be. Einterz noted that no one really knows the impact, however there are a lot of metals in this type of solid. But the long-term impact is unknown.

Bernhardt asked the board if anyone had any thoughts as to the letter for WICD, and hearing none, instructed Griffin to move forward.

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

ACTION: Sherman moved to approve the vouchers from the Restricted Fund, vouchers 19-174 to 19-175 in the amount of \$2,289.69. Second by Einterz. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 19-159 to 19-173, in the amount of \$17,093.62. Second by Moore. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order

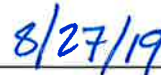
Einterz noted that Castellano won the "Best of Show" for needlework at the Whidbey Island Fair; and Louter noted that with a cap on the federal budget, it's looking better for no shutdown in the coming fiscal year and that his office has hired an Historical Architect.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:31 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, June 25, 2019 – 4:00pm
Coupeville Library
162 Cemetery Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Wilbur Bishop, Al Sherman, David Louter, Chris Holm

Members Absent: County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Alix Roos, Commissioner Helen Price-Johnson

Call to Order:

Chair Bernhardt called the meeting to order at 4:01pm. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of May 28, 2019. Moved by Moore, second by Holm. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers. Sherman presented the vouchers adding there was nothing out of the ordinary. Sherman also told the board that should they have any specific questions, to contact the office.

Friends of Ebey's Report:

Ex. Director Alix Roos noted that the remaining capacity funding for the Trust Board was approved by the Friends board for release; Friends have started a "text to give" campaign; Fundraising focus will be on major donors; There will be a house party in July.

Partner Reports

National Park Service: Operations Mgr. Roy Zipp was unable to attend the meeting, however Louter relayed that the National Park Service Deputy Regional Director will be coming to Ebey's next Friday; The Youth Heritage Summit will be at Olympic National Park in mid-July.

Washington St. Parks: Holm reported that state parks are in full summer mode and already seeing lots of visitors; Funding was allocated for the Admiralty Head Lighthouse renovations and there will be an impact on visitors to the building; State Parks is looking at their trail system with an eye to functionality and signage; NPS will have an SCA crew out in July – they will be staying at Fort Casey and assisting with trail maintenance. Griffin asked about accessibility at the lighthouse. Holm noted that they are in discussions, but it doesn't look promising.

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Regular Business Meeting, June 25, 2019 – 4:00pm

Town of Coupeville: Moore ^{reported} the Memorial Day parade was a success; the water treatment facility is moving along and on target for completion; and, the parking lot is nearly completed with the goal being July 4th. Moore also noted that the town council will be looking to extend the moratorium on short-term rentals while a new ordinance is defined.

Island County: Price-Johnson reported she is pleased with the changes on the Historic Preservation Committee, as they look to down-size the number of committee members and work on ways to streamline the process for consumers. Conservation Future Fund projects were up for consideration and include the Port of Coupeville wharf, which requires major investment into repairs. The Banta Road roundabout is completed and seems to be working well.

Old Business:

- **STRATEGIC PLANNING:** Griffin reported she is still working on the final draft strategic plan, but it wasn't complete to present to the board.
- WA St. Department of Archeology and Historic Preservation (DAHP) has sent an agreement to provide funding to the Trust Board to begin development of documents and a request for proposal for the \$1million allocation towards historic preservation within Ebey's Reserve. Griffin said she is confident the funding will be adequate to administer the program. Griffin added that she expects the program to be structured similar to the Heritage Barn and Historic Cemeteries grants, as well as the Ebey's Forever Grant. Griffin closed saying there was "no reason to reinvent the wheel." Griffin asked the board if they were okay with her signing the agreement.

ACTION: Bishop moved to allow Griffin to sign the agreement with DAHP. Second by Moore. Minor discussion followed. Bernhardt called for the vote, approved unanimously.

New Business:

Bernhardt moved to new business and called on Griffin to discuss the NPS held easement on property at the front of the Island County museum. Griffin proposes relinquishing the corner NPS easement for a different space in section B that is raised. There is no formal proposal yet, but the board can eventually make the recommendation to NPS for the change.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report:

- Griffin reported she attended a meeting of what's being called the "History Collaborative," attended by several representatives of the Town, Island County Historical Society, Friends of Ebey's, Island County, Historic Whidbey, Waterfront Association. Much discussion about the authenticity of the community – the resident population and the visitors. Another meeting in the near future is possible.

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- Interviews for the Preservation Coordinator are underway. Griffin said she wants to fill the position as soon as possible, and is hoping to narrow the 5 candidates down and bring two in for a face to face interview and to meet the board.
- Projects are underway in the 2019 grant projects. Captain Whidbey Inn, Nienhuis Dutch Barn are completed, and Haller House is nearly finished.
- Vandals hit the Ebey House, throwing a rock through the window and a home on Rebecca Lane was burgled. The door at the Ferry House is yet to be repaired after being kicked in.
- Helium Act grant funding fell apart in the last week. Trust Board would have to turn cash over to NPS, and NPS would hire their people to do the work. There might still be an option for State Parks and in-kind.

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

ACTION: Sherman moved to approve the vouchers from the Restricted Fund, vouchers 19-156 to 19-198 in the amount of \$18,762.50. Second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 19-137 to 19-155, in the amount of \$18,076.28. Second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Griffin asked for a return to the Manager's report, Bernhardt concurred. Griffin noted that NPS will be preparing a scope of work on the Rockwell House, and noted there might be some demolition on this historic building. Griffin noted that the board has yet to weigh in and provide some direction to NPS as to the status of the house. Griffin also commented that Rick Castellano, Ex. Director of the Island County Historical Society will be making a presentation to the board regarding the house at an upcoming meeting.

Executive Session:

Bernhardt moved to executive session at 5:07pm to discuss the review of the Reserve Manager, and excused Castellano. Griffin made a brief statement then was excused as well. Executive session ended at 5:35pm and the regular meeting called back.

Good of the Order


Louter offered kudos to Griffin on being the driving force to help secure the state preservation grant funding for the Reserve.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:37 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve

Regular Business Meeting, May 28, 2019 – 4:00pm

Pacific Rim Institute

180 Parker Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Wilbur Bishop, Al Sherman, Chris Holm, David Louter

Members Absent: County Position 7 is vacant

Staff Present: Kristen Griffin, ~~Carol Castellano~~ *connected, Castellano was not in attendance*

Other Attendees: Helen Price-Johnson, Molly Hughes, Alix Roos, Roy Zipp, Bob Steelquist

Call to Order:

Chair Bernhardt called the meeting to order at 4:03pm. After momentary discussion whether to do routine business first or go straight to strategic planning it was decided to go straight to strategic planning.

Strategic planning discussion ensued until approximately 5:35. The business portion of the meeting began at 5:35pm.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of April 23, 2019. Moved by Einterz, second by Bishop. Bernhardt called for the vote – approved unanimously.

Vouchers:

Bernhardt called on Sherman to present the vouchers.

ACTION: Sherman introduced and moved to approve payment for Restricted Fund vouchers 19-135 to 19-136. Second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Sherman introduced and moved to approve payments for Operations vouchers 19-114 to 19-134. Second by Einterz. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order:

Griffin informed the board of a situation with Frontier Communications regarding the payment. It was ironed out and all is good.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:53 pm.



Minutes respectfully submitted by Wilbur Bishop, Secretary

June 25, 2019

Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Workshop, April 9, 2019 – 4:00pm
Office of the Trust Board
162 Cemetery Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Wilbur Bishop, Al Sherman

Members Absent: Jon Crimmins, David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Chair Bernhardt called the workshop to order at 4:00pm. Discussion turned to the status of the operational finances of the Trust Board.

ACTION: Sherman moved to approve keeping the operational account fluid for 30 days with a request to the Friends of Ebey's for \$7,500 and a draw on the funds held under the WSDOT account. Second by Moore. Discussion followed regarding use of these funds during the 30 day period. Sherman called for the question, and Bernhardt restated the motion and called for the vote. 5 yeah, 1 nay - motion approved.

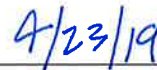
Bernhardt moved to a discussion of the upcoming Strategic Planning Retreat and turned the floor over the Griffin who requested input as to the agenda and how best to engage the Partners in the retreat.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:55 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, April 23, 2019 – 4:00pm
Pacific Rim Institute
180 Parker Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Wilbur Bishop, Al Sherman, Chris Holm

Members Absent: David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Alix Roos

Call to Order:

Chair Bernhardt called the meeting to order at 1:50pm and moved directly to minutes from March and April meetings.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of March 26, 2019 and the workshop of April 9, 2019. Moved by Einterz, second by Bishop. Holm noted a missing sum in the March 26, 2019 minutes for the Restricted vouchers, Castellano amended the minutes to reflect the corrections. Hearing no further discussion, Bernhardt called for the vote – March 26, 2019 approved as amended and April 9, 2019 minutes approved as presented by unanimous vote.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers. Sherman noted that salaries are higher now to reflect the authorized increase to salaries in the 2019 Budget. Discussion regarding retroactive pay for the last 6 months was discussed.

ACTION: Sherman moved to pay to staff retroactively to October, 2018 to reflect the salary increase as approved by the Trust Board in August, 2018. Second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Friends of Ebey's Report:

As vouchers were passed to board members for signing, Friends of Ebey's Ex. Director, Alix Roos, informed the board that the Friend's board of directors authorized her to release additional Ebey's Forever Grant expense funds for more grant signage. Griffin will write a request to the Friends for the funding.

ACTION: Einterz moved to have Griffin write a letter requesting up to \$1,000 to produce new grant signage. Second by Bernhardt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Roos then commented on the Film Festival in May and announced that the Spring Appeal letter has been sent.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, April 23, 2019 – 4:00pm

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

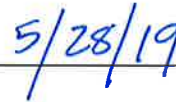
ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 19-096 to 19-113, in the amount of \$14,041.93. Second by Moore. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 2:02 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, March 26, 2019 – 4:00pm
Coupeville Library
162 Cemetery Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Wilbur Bishop, Al Sherman

Members Absent: Jon Crimmins, David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Alix Roos, Julie Dougherty (Friends), Jessica Villegas (NPS)

Call to Order:

Chair Bernhardt called the meeting to order at 4:03pm. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of February 26, 2019. Moved by Garratt, second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Friends of Ebey's Report:

Ex. Director Alix Roos introduced her assistant, Julie Dougherty. Roos noted the success of the paella dinner; Outreach to businesses for support; Roos closed by presenting two checks for the Ebey's Forever Grant program for the 2019 program.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers. Sherman noted that staff continues to be conservative in expenses, and noted that the popular Trail Map was printed with funding from Washington State Parks. Vouchers were passed to the board for review.

Partner Reports

National Park Service: Operations Mgr. Roy Zipp was unable to attend the meeting, however Griffin introduced Jessica Villegas who is from Hawaii Volcanos National Park, and who is on detail, working with Zipp. Villegas reported on the farm leases, and a probable special use permit through the end of the year for Farm I; Possible funding through the Helium Act for interp/signage within the Reserve, which requires a match to the grant; Naval Academy senior engineering projects might be considered for areas in relation to Penn Cove and Ebey's Landing with the focus on shoreline; Walking Ebey's trail building will be underway on April 27th, with volunteers from Mission Continues and the navy. Griffin noted that she has been in touch with state parks regarding the Helium Act, and that to her knowledge there is no plan detailing the proposed demolition of the two buildings.

Town of Coupeville: Moore noted that the town received notice of the preferred alternative of an 80% increase in fly-overs, and noting that they have already begun. The new water treatment facility is underway on Wanamaker Rd – a project of the navy to deal with

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Regular Business Meeting, March 26, 2019 – 4:00pm

contaminated wells within Coupeville. Moore concluded noting that work is beginning on the new bathroom facility inside the historic Holbrook Shed.

Washington St. Parks: No Report

Island County: No report.

Old Business:

- **STRATEGIC PLANNING:** Bernhardt called on Griffin to discuss the upcoming retreat. Griffin said that the board is facing some big issues, which require the board to do an analysis of where it's at and where it's going. Griffin then introduced Bob Steelquist who is recommended as the facilitator for the Strategic Planning Retreat on April 23, 2019. Board members introduced themselves to Steelquist, who then presented his credentials. In discussion, Steelquist and Griffin spoke to a "mean and lean" workshop that drills into specific issues through a series of workshops instead of one main retreat. Griffin proposed keeping with the already programmed meetings on the calendar – April 23, May 14, and May 28th. NPS will help pay for the facilitator expense. Sherman noted that it will be important to include the Partners of the strategic planning.

ACTION: Bishop moved to support Griffin in pursuing the plan for strategic planning by the Trust Board. Second by Garratt. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

New Business:

- **EBEY'S FOREVER GRANTS:** Bernhardt called on Griffin to present the grant advisory committee's recommendation for 2019 grant funding. Griffin said this was the 9th year for the grant program with 11 applications with over \$206,000 in grant requests; 10 recommended awards totaling \$56,000 were made. Griffin showed a presentation of the proposed projects.

ACTION: Bernhardt asked for a motion to approve funding for the 2019 grant cycle to the 10 projects recommended by the Advisory committee. Sherman moved, Moore seconded. Bernhardt called for the vote, approved unanimously.

- Bernhardt called on Bishop to discuss the land protection projects that NPS will need in April. Bishop indicated that the Trust Board needs to be better engaged in land protections recommendations, and cited 4 properties to present to NPS.

ACTION: Bernhardt asked for a motion to approve land protection recommendations. Bishop moved, Garratt seconded. Bernhardt called for the vote, approved unanimously.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, March 26, 2019 – 4:00pm

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report:

- Griffin reported that the Preservation Coordinator position had been advertised and closes on March 31st.
- The preservation request in the governor's capital budget had cleared the house, and is moving through the process.
- Griffin reported that as of the end of March there will be no more operational funds. Sherman said it was the board's responsibility to discuss next steps should funding from NPS not come in. Further discussion will be at the next workshop, and staff will provide a breakdown of operations and special project funding.

Other Reports:

- Bishop reported that the land use committee met with Barb Holyoke from NPS to discuss land protection strategies. Further discussions need to happen to better come to understanding of differing roles.
- There were no further committee reports.

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 19-080 to 19-093, in the amount of \$15,701.38. Second by Moore Hearing no discussion, Bernhardt called for the vote, approved unanimously.

*as amended
\$266.70*

ACTION: Sherman moved to approve the vouchers from the Restricted Fund, vouchers 19-094 to 19-095. Second by Moore. Einterz noted the sums were incorrect in the Restricted voucher sheet. Castellano made corrections with Sherman approving. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order

Nothing for the good of the order.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:55 pm.

Carol L. Castellano

Minutes respectfully submitted by Carol L. Castellano

as amended - Cey

4/23/19

Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, February 26, 2019 – 4:00pm
Office of the Trust Board
162 Cemetery Rd., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Jon Crimmins, Wilbur Bishop, David Louter

Members Absent: Al Sherman, Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Roy Zipp (NPS)

Due to an inadvertent double booking at the Coupeville Library, the Trust Board meeting was moved to the office of the Trust Board on short notice. A notice was posted at the library instructing the public of the change of location.

Call to Order:

Chair Bernhardt called the meeting to order at 4:03pm. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of January 22, 2019. Moved by Einterz, second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Friends of Ebey's Report:

Ex. Director Alix Roos was unable to attend and sent her report by email to Griffin. Griffin reminded the board of the paella fundraiser on March 16th, and that the Friends were excited to know 11 applications for the Ebey's Forever Grant had been submitted.

Treasurer's Report:

In the absence of the Treasurer, Vice Chair Garratt submitted the vouchers and passed them to the board members for their signatures.

Partner Reports

Washington St. Parks: Area manager, Chris Holm reported his office is working from the lighthouse until work is completed in the main office; The Fort Ebey campground will be open for the season on March 1st; and, state parks are moving along gearing up for the season.

Town of Coupeville: Town of Coupeville appointee and council member Michael Moore introduced himself. Griffin mentioned the new water treatment facility being installed by the Navy off Wanamaker Rd. Griffin said she had received a Sec. 106 notice on the project, and that the project is a federal project.

National Park Service: Zipp reported he and Einterz met and discussed the Walking Ebey's trail projects; The Mission Continues volunteer group will be out on April 27 to assist with a trail building project; Funding has come in for a Student Conservation Association youth

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, February 26, 2019 – 4:00pm

group to work on maintenance and trails for 5 weeks during the summer, and will contact state parks regarding camping for the group; Appraisals for the farm leases have been returned and show a \$60/acre for non-irrigated agriculture land. Zipp will be moving forward with the farm leases.

Island County: No report.

New Business:

Bernhardt called on Griffin to discuss the film project and refund of funding to the Friends. Griffin explained that the object was to produce a new film about the Reserve, however the project floundered and at this time cannot move forward. Funding for the project was by private donor through the Friends of Ebey's. Griffin asks the funding that remains for the project be returned to the Friends. Garratt asked if the funds might be used for a different purpose. Bishop asked if it's possible to use the funding to contract with someone to create a new website for the Reserve separate from the NPS website.

ACTION: Bishop moved to return the funding in the amount of \$7,550, to the Friends of Ebey's, and to request the funds be repurposed for another public outreach project. Second by Crimmins. Following additional discussion, Bernhardt called for the vote, approved unanimously.

Old Business:

Moving to Old Business, Bernhardt deferred to Griffin to present the recommendations on updates to the Standard Operating Procedures.

- **APPEARANCE OF FAIRNESS & CONFLICT OF INTEREST:** Moore asked that the word "reasonably" be added to section 1.

ACTION: Bishop moved to approve the "Appearance of Fairness & Conflict of Interest" standard operating procedure with the edit adding "reasonably" in section 1. Second by Garratt. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

- **ACCIDENTS, INCIDENTS AND EMERGENCY SITUATIONS:** Update to emergency telephone numbers and protocols for reporting. No discussion.

ACTION: Garratt moved to approve the "Accidents, Incidents and Emergency Situations" standard operating procedure. Second by Moore. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

- **ALTERNATE TRUST BOARD REPRESENTATION:** Staff recommends this be revoked as it is no longer applicable.

ACTION: Bishop moved to void the "Alternate Trust Board Representation" standard operating procedure. Second by Crimmins. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, February 26, 2019 – 4:00pm

- **COMMITTEES:** Revised Committee SOP removing structures of committees and defining purpose and appointments of committees. Discussion ensued regarding Section 2, Paragraph 3 regarding committee appointments of non-Trust Board members. Consensus came to removing the paragraph.

ACTION: Bishop moved to approve with removal of Section 2, paragraph 3, the "Committees" draft standard operating procedure. Second by Moore. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report:

- Griffin reported that the Foundation Document is available for the board members. An overview is also available.
- The anticipated letter from the Advisory Council on Historic Preservation was received, and Griffin said she opted not to make public comment to the newspaper.
- A meeting was held with Hiller West and other staff of the Island County planning department, along with Crimmins, Chris Holmes from state parks, and Bishop from the Trust Board to discuss issues with some of the roads & visitation.
- The governor's capital budget includes a line item for what could be funding for historic preservation within Ebey's Reserve. Griffin has been focused on reaching out to community members for support of the budget item. Garratt went to Olympia and met with Reps. Smith & Paul, and Senator Baily's staff. Garratt also met with staff from the governor's office. Griffin will continue to reach out to community members and others for support. Garratt encouraged board members to send an email to the district representatives and the governor's office in support.
- Griffin ended report mentioning the upcoming strategic planning workshop, and difficulty securing a facilitator.

Other Reports:

- Garratt reported that she, Bishop and Bernhardt met to discuss the upcoming retreat in April, and had broken down Trust Board comments to three topics for discussion: Mission, Funding and Impact. More information on the retreat will be forthcoming.

Vouchers:

Bernhardt called on Garratt to present the vouchers for approval.

ACTION: Garratt moved to approve the vouchers from the Operating Fund, vouchers 19-068 to 19-079, in the amount of \$20,372.29. Second by Bernhardt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, February 26, 2019 – 4:00pm

Good of the Order

Moore introduced himself to the board; Griffin mentioned that she's been doing more outreach in the community and asking for support on the capital budget.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:40 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve

Regular Business Meeting, January 22, 2019 – 4:00pm

Coupeville Library

788 NW Alexander St., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Harry Anderson, Sally Garratt, Jon Crimmins. Present by telephone/conference call: Al Sherman, Wilbur Bishop

Members Absent: David Louter, Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Island Cty. Commissioner Helen Price-Johnson; Alix Roos, Friends of Ebey's

Call to Order:

Vice Chair, Harry Anderson called the meeting to order at 4:05pm. Noting the lack of a quorum, Anderson said that Crimmins was expected, and that Bishop and Sherman would be calling in to address business requiring a vote. Hearing no public comment, Anderson called on Alix Roos to give an update on the Friends of Ebey's

Friends of Ebey's Report:

Roos reported that the Friends were happy to release funds to assist Trust Board staff with capacity funding during the government shutdown. Roos also reported that donations from the December request were still coming in and that a generous donation was made with a matching element. The Friends will be doing some strategic planning in conjunction with the Trust Board, and are planning a May fundraising event at the Eckholm Farm.

Treasurer's Report:

Anderson as deputy auditing officer, passed the vouchers to the board members for signing.

Partner Reports

Washington St. Parks: Area manager, Chris Holm reported on his orientation tour of the Reserve with Kristen Griffin. Holms added that there was a partner forum with Central Whidbey State Parks and that work is underway on the man office at Ft. Casey. Anderson asked Holms if there was a visitor counter at the Ebey's Landing State Park and advocated how important it is to obtain accurate counts for visitor management purposes. Griffin noted that they will be holding a meeting with Island County in relation to better visitor management and safety, and noted that both Crimmins and Holms would be participating in the February meeting.

Town of Coupeville: No report, however Griffin said she gave an orientation to a prospective town appointee, and Garratt indicated this person was going to be appointed by the mayor.

Island County: Commissioner Price-Johnson reported that commissioners approved funding for the Reserve for historic preservation work, and that before the next budget cycle, was hoping to find a more sustainable solution. Commissioners would be revisiting the event

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, January 22, 2019 – 4:00pm

center ordinance; Price-Johnson is back and forth to Olympia with an eye on any potential legislation that has an impact on Island County. There was some additional discussion on LTAC funding.

National Park Service: No report due to government shutdown.

Old Business:

With still no quorum present, discussion turned to updates and revisions to the Standard Operating Procedures. Griffin noted that the board received four of the existing SOP's and was awaiting direction and comments from the board. Griffin briefly ran down the SOP's presented. There was minor discussion relating to the Committee SOP. Anderson noted some changes he'd like to see in the draft.

With the arrival of Crimmins, and board members Al Sherman and Wilbur Bishop phoned into the meeting, a quorum was secured. Anderson moved to agenda items requiring a vote:

- **Minutes of December 18, 2018:** *ACTION: Anderson entertained a motion to approve the minutes of the regular meeting of December 18, 2018. Moved by Einterz, second by Bernhardt. Anderson called for the vote, approved unanimously.*
- **Vouchers:** As Deputy Auditing Officer, Anderson presented the vouchers for the restricted and operating funds.

ACTION: Anderson presented the vouchers from the Operating Fund, vouchers 19-053 to 19-065, in the amount of \$13,387.76 and asked for a motion. Moved by Garratt, second by Crimmins. Hearing no discussion, Anderson called for the vote, approved unanimously.

ACTION: Anderson presented the vouchers from the Restricted Fund, 19-066 to 19-067, in the amount of \$7,059.69 and asked for a motion. Moved by Bernhardt, second by Crimmins. Hearing no discussion, Anderson called for the vote, approved unanimously.

- **Election of Officers:** Anderson presented Resolution 19-01 relating to the Election of Officers for the year. The slate presented are: Lisa Bernhardt, chair; Sally Garratt, vice-chair and deputy auditing officer; Al Sherman, Treasurer; and Wilbur Bishop, Secretary.

ACTION: Anderson entertained a motion to approve Resolution 19-01, Election of Officers as listed on the Resolution. Moved by Einterz, second by Crimmins. Anderson called for the vote, approved unanimously.

Following the actions taken, Bishop and Sherman both signed off, however with Crimmins present, there remained a quorum.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, January 22, 2019 – 4:00pm

New Business:

There was no new business.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report: Griffin reported that with the government shutdown, most of the public has been very respectful with regards to garbage and pet waste; Staff made signs to help better manage parking at the cottage and the trail head. Further discussion will happen at the meeting in February with county and state officials;

Other Reports:

- Trails – Einterz reported that he and Jessica Larson would be walking potential trails and further discussing Phase I & II of the "Walking Ebey's" trail plan. No word on the Sec. 106 and the Navy – the ACHP is not operating right now due to the shutdown.

Good of the Order

Anderson asked if there was anything further for the good of the order.

Adjourn

Hearing no further business, Anderson adjourned the meeting at 5:15 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, December 18, 2018 – 4:00pm
Coupeville Library
788 NW Alexander St., Coupeville, WA 98239

Members Present: Wilbur Bishop, Fran Einterz, Al Sherman, Lisa Bernhardt, Harry Anderson, Sally Garratt, Jon Crimmins

Members Absent: David Louter, Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Island Cty. Commissioner Helen Price-Johnson; town of Coupeville Mayor Molly Hughes, Roy Zipp (NPS)

Call to Order:

Chair Bishop opened the meeting at 4:01 pm.

Chris Holm, the new area manager for Washington State Parks introduced himself to the board. Hearing no more public input, Bishop moved to approval of minutes.

Minutes:

ACTION: Bishop entertained a motion to approve the minutes of the regular meeting of November 27, 2018. Moved by Einterz, second by Bernhardt. Bishop called for the vote, approved unanimously.

Friends of Ebey's Report:

Bishop called on Alix Roos. Roos reported that the winter appeal is coming in and is about half what they had hoped for. However, donations continue to come in. The Friends of Ebey's will be appointing two new board members.

Historic Preservation Report:

Bishop welcomed Owen Dennison, town of Coupeville planner, who made a presentation to the board on the current status of the design review process through the Historic Reserve Committee and the Historic Preservation Commission. The town and the county are working on amending and better aligning the current town and county codes in relation to preservation within the Reserve. Dennison also noted how important the role of the Trust Board's Preservation Coordinator was to the process. Bishop encouraged the board members to attend a meeting of the HPC if they haven't already to learn more about this process.

Treasurer's Report:

Sherman presented the vouchers saying that we're in a challenging time and noted that one large payment to ICHS was from the National Park Foundation grant program. Sherman then passed the vouchers for review & signing.

Partner Reports

National Park Service: The navy issues have been front and center, Zipp reported, with comments being finalized for the public meeting. Another possible shutdown may disrupt further the funding process.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve

Regular Business Meeting, December 18, 2018 – 4:00pm

Washington St. Parks: Jon Crimmins introduced Chris Holm once again and gave a brief update on state parks. The office is moving into the lighthouse temporarily while preservation work is being done on the existing office. The state is heading into the legislative session, and the proposed Governor's budget is favorable to state parks, but that could change. And finally, the Haunted Fort event in October was a huge success.

Island County: Commissioner Price-Johnson reported that commissioners approved the LTAC funding and extending the contract with the WCLT on "Walking Ebey's." Trust Board position #7 (At-Large) is open, and it would be helpful to have someone familiar with the Reserve. Griffin said she'd be happy to meet with any interested applicants. Planning staff will also be working on codes relating to historic preservation. Bishop asked when the Trust Board would be able to weigh in. Price-Johnson said there was no document yet, but that feedback was always welcome.

Old Business:

- **MAIN STREET PARCEL:** Griffin let the board know that they need to move forward and get to the next steps relating to the parcel. Bishop noted that he would be meeting with Zipp to further discuss those steps.
- **NAVY SEC. 106 MOA:** Griffin informed the board that written comments to the Advisory Council for Historic Preservation (ADHP) were due by January 3rd, and that she would be making comments at the public meeting. Comments in writing will include language previously approved by the Trust Board. Further discussion ensued, with Bishop noting the Trust Board and Griffin had done a good job in addressing the issues and in comments.

ACTION: Garratt moved to approve the final comments for submission to the ADHP with review from Bishop and with the signature of the Chair. Second by Bernhardt. Hearing no further discussion, Bishop called for the vote, approved unanimously.

- **TOWN OF COUPEVILLE REPORT:** With the arrival of Coupeville mayor, Molly Hughes, Bishop deviated from the agenda to ask for a partner report. Hughes commented that there were a lot of conversations over the past week on Section 106, and that she would speak at the public meeting. Bishop then returned to the agenda and further Old Business.
- **SOP – UPDATES FOR ACTION:** Griffin presented two revised Standard Operating Procedures for the board to approve: Congressional Contacts and the Key Policy. Staff recommended revoking the SOP regarding Congressional Contact and a revision of the Key Policy whereby the National Park Service would maintain assignment of the keys to their holdings.

ACTION: Bishop entertained a motion on staff recommendations for the SOP's presented (revoking the Congressional Contact SOP and the revision on the Key Policy SOP). Moved by

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, December 18, 2018 – 4:00pm

Einterz, second by Crimmins. Hearing no further discussion, Bishop called for the vote, Approved unanimously.

New Business:

NPS Operations Manager Roy Zipp presented his work plan to the Trust Board. The workplan included work on the Ferry House in two phases; Farm leases within the Reserve will be managed by Pacific West Regional office in San Francisco and the value of appraisals should be known in February or March. Two buildings at Farm I will be demolished; and, the trails project with WCLT continues. Zipp concluded that the current leadership at NPS has pushed for two priorities this year: deferred maintenance and recreation. Bishop added he appreciated the movement on the Ferry House, and thanked Zipp for his report.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report: Griffin reported that the task agreement for federal funding is in the queue, and that the process is much more complicated than in the past, and maybe held up further by a potential shutdown. The governor's state budget has an allocation for historic preservation within Ebey's Reserve. The "no-frills" annual report was presented to the partners and the board. A position description for the Preservation Coordinator is ready to go, however Griffin noted it was hard to move forward until we have funding within our sights. Griffin advised the Trust Board that it was becoming imperative that the board do some strategic planning. Bishop suggested that the January workshop be a time to get something on the calendar.

Other Reports:

- Trails – Einterz reported that he heard an update from the WCLT on "Walking Ebey's," and that the Land Trust would be willing to do a short presentation to the board. Einterz added that there was \$40,000 remaining from the funding received, and that it would be used for trail construction.

Voucher Approval:

Bishop called on Sherman to present the vouchers for both the restricted and operating funds.

ACTION: Sherman moved for approval of vouchers from the Restricted Fund, 19-051 to 19-052, in the amount of \$12,402.33. Second by Anderson. Hearing no discussion, Bishop called for the vote, approved unanimously.

ACTION: Sherman moved for approval of the vouchers from the Operating Fund, vouchers 19-037 to 19-050, in the amount of \$19,306.70. Second by Bernhardt. Hearing no discussion, Bishop called for the vote, approved unanimously.

Good of the Order

The Board presented Griffin and Castellano with thank you gifts, which is much appreciated. Bishop noted that election of officers is coming up, noting that the SOP regarding Election of Officers and the Rules of Procedure are out of sync, adding the Rules of Procedure take precedent, so officer elections should take place in January. Bishop said this would be part of

**Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, December 18, 2018 – 4:00pm**

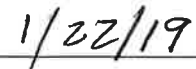
the workshop discussion. Anderson announced he would be stepping off the board at the end of January.

Adjourn

Hearing no further business, Bishop adjourned the meeting at 5:56 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, November 27, 2018 – 4:00pm
Coupeville Library
788 NW Alexander St., Coupeville, WA 98239

Members Present: Wilbur Bishop, Fran Einterz, Al Sherman, Lisa Bernhardt, Harry Anderson, David Louter

Members Absent: Rip Robbins, Jon Crimmins, Sally Garratt

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Island Cty. Commissioner Helen Price-Johnson; town of Coupeville Mayor Molly Hughes

Call to Order:

Chair Bishop opened the meeting at 4:03 pm.

Hearing no public input or announcements, Bishop moved to approval of minutes.

Minutes:

ACTION: Bishop entertained a motion to approve the minutes of the regular meeting of October 23, 2018. Moved by Einterz, second by Bernhardt. Noting one correction, Bishop called for the vote to approve corrected minutes - approved unanimously.

ACTION: Bishop entertained a motion to approve the minutes of the workshop on November 13, 2018. Moved by Sherman, second by Anderson. Hearing no discussion, Bishop called for the vote, approved unanimously.

Friends of Ebey's Report:

Griffin noted that the Friends approved funding for the Trust Board at their last meeting, and that the annual Winter appeal is underway.

Treasurer's Report:

Sherman presented the vouchers with minor explanation, and encourage the board to take a hard look at the financial reports prepared for the meetings. Sherman then passed the vouchers for review & signing.

Partner Reports

Island County: Commissioner Price-Johnson reported that staff from the county gave a brief report on the Historic Preservation Commission, and added with a new Commissioner coming on board, it would be a good time to have conversations on the Reserve and foundational documents. Anderson reported there will be an article in the paper on the HPC. Price-Johnson added it's a good time to build relationships with the new commissioner. Price-Johnson also reported that the election of Nov. 6th has been certified by the county; Planning Commission has finalized recommendations on event centers and a public hearing will be on December 11, 2018.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, November 27, 2018 – 4:00pm

Town of Coupeville: Mayor Molly Hughes reported that she is deep in the waters of the Navy – dealing with the Sec. 106 MOA and literally, water issues – both of which has taken a tremendous amount of staff time. The town draft budget is coming up for approval; Staff continues work on the Community Green; and the town has received grants to help with transportation related projects.

National Park Service: Louter reported that NPS historical architect, Fred Walters, will be out to take a look at the Ferry House. Zipp invites anyone from the Trust Board to participate.

Washington St. Parks: No report.

New Business:

No New Business.

Old Business:

- **NAVY SEC. 106 MOA:** Bishop called on Griffin for an update on the MOA discussions. Griffin reported that there have been no further conference calls and that there has been a lot of action on much higher levels in Washington DC. Griffin noted that the board, along with the town and the State Historic Preservation Office have all declined to sign the current MOA, and that her sense was that none of the consulting parties will sign. However, prior to the meeting, it was noted that Capt. Army came back with a final offer of \$1 million for preservation work at the Ferry House only, and said an answer must be sent by Nov. 29, 2018, 5pm. Griffin said she had no sense of where NPS is on this recent development. Bishop asked the board if there was a sense they needed to change a previous vote from November 13, 2018 to not sign the agreement. General consensus was for no change. Further discussion ensued, with concern expressed for the Advisory Commission's discussion of a Sentinel Landscape designation.
- **MAIN STREET PARCEL:** The Trust Board discussed at length a recommendation to the national Park Service for the disposal of the small parcel located on Main Street in Coupeville. Bishop commented that the recommendation should be to return to the Land Protection Plan and offer the parcel as part of an exchange.

ACTION: Einterz made a motion to recommend that the South Main Parcel be offered separately as one of seven tracts available for trade negotiations, meaning it could be traded singularly or in combination with one or more segregated tracts. Second by Bernhardt. Discussion continued, with Anderson expressing hesitation that the process may take too long. More discussion ensued. Einterz called for the question. Bishop restated the motion and called for the vote. 5 Yea, 1 Nay. Motion carried.

- **SOP – CONGRESSIONAL AND LEGISLATIVE CONTACTS:** Bishop spoke regarding the Standard Operating Procedure relating to Congressional and Legislative Contacts, noting his concern that the SOP is sorely outdated and should be updated. Bishop asked for opinion on whether board members could contact members of

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, November 27, 2018 – 4:00pm

Congress or the legislature as private citizens not representing the Trust Board. Anderson said each member should be able to express opinion as long as it's not the Trust Board's. Lobbying is a different matter, said Griffin, adding there's a difference between lobbying on an actual bill, and communicating with elected officials. Bishop closed by noting this should be addressed in an update of the SOP's.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report: Griffin reported that the Navy Sec. 106 takes up much of her time right now. A job description for the Preservation Coordinator position is in draft form and will hopefully be posted in mid-December, followed by interviews in January. Much depends on the funding scenario. Griffin asked if any of the board members wanted to be involved in the interview process. Design review projects are more active right now than in the past at this time of year. Work continues on the end of the year report. Bishop asked if there was going to be an update on the HPC anytime soon. Griffin said she would ask Owen Dennison with the town of Coupeville if he might make a report.

Other Reports:

- Trails – Einterz said that he and Robbins would be meeting with Pat Powell and Jessica Larson with Whidbey Camano Land Trust to learn more about the status of the Walking Ebey's Initiative being coordinated by WCLT. There's a tree down on the Pratt Loop trail, which Bishop and/or Einterz will take a look at.

Voucher Approval:

Bishop called on Sherman to present the vouchers for both the restricted and operating funds.

ACTION: Sherman moved for approval of vouchers from the Restricted Fund, 19-035 to 19-036, in the amount of \$1,628.92. Second by Anderson. Hearing no discussion, Bishop called for the vote, approved unanimously.

ACTION: Sherman moved for approval of the vouchers from the Operating Fund, vouchers 19-022 to 19-034, in the amount of \$21,075.52. Second by Anderson. Hearing no discussion, Bishop called for the vote, approved unanimously.

Good of the Order

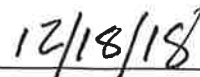
Louter commented that the Continuing Resolution comes to an end on December 7, 2018. No word on government shutdown yet.

Adjourn

Hearing no further business, Bishop adjourned the meeting at 5:56 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve

Workshop, November 13, 2018 – 4:00pm

Trust Board Office – the Cottage

162 Cemetery Rd., Coupeville, WA 98253

Members Present: Wilbur Bishop, Fran Einterz, Al Sherman, Rip Robbins, Lisa Bernhardt, Harry Anderson

Members Absent: David Louter, Sally Garratt, Jon Crimmins

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Roy Zipp, NPS; Molly Hughes, Mayor of Coupeville

Call to Order: Chair Bishop opened the meeting at 4:05pm:

- **MEMORANDUM OF AGREEMENT.** Bishop turned the floor over to Griffin for discussion of the Memorandum of Agreement with the Navy. Griffin asked for Trust Board direction on the latest version of the MOA, noting that the latest version has no funding for grants, landscape inventory, state parks, or the Coupeville Wharf. It does retain the southern gateway, volunteer collaboration, funding for the Ferry House, and the REPI program.

Einterz made a motion for the Trust Board to not sign the MOA with the Navy and to continue negotiations. Second by Bernhardt. Bishop called for further discussion. Following extensive discussion, Sherman called for the question, the motion was restated – for the Trust board to not sign the MOA with the Navy and continue negotiations – Bishop called for the vote, approved unanimously.

Following the vote, discussion continued on the directions the negotiations should take. Einterz recommended the board continue with Ferry House as part of the MOA, along with the Coupeville Wharf & State Parks. Griffin was instructed to communicate the board's decision to the Navy.

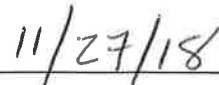
- **MAIN STREET PARCEL.** Discussion turned to the recommendation from the Trust Board to the National Park Service on the future of the Main Street Parcel. Bishop suggested a scaled down exchange might work best. More discussion ensued, with Bishop noting that facilitating a land exchange would help jump start the land protection process.
- **OTHER BUSINESS.** Several board members were excused, with minor discussion (without a quorum) continuing on federal funding issues.

Adjourn

Hearing no further business, and with no quorum present, Bishop excused the workshop at 6:08 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, October 23, 2018 – 4:00pm
Coupeville Library
788 NW Alexander St., Coupeville, WA 98239

Members Present: Wilbur Bishop, Fran Einterz, Al Sherman, Rip Robbins, Jon Crimmins, Lisa Bernhardt, Harry Anderson.

Members Absent: David Louter, Sally Garratt

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Alix Roos (Friends of Ebey's), *Heleen Price Johnson*

Call to Order:

Chair Bishop opened the meeting at 4:05pm.

Following "This Day in History," Bishop moved to approval of the Minutes from September's meeting.

Minutes:

ACTION: Bishop entertained a motion to approve the minutes of the regular meeting of September 25, 2018. Moved by Bernhardt, second by Robbins. Hearing no discussion, Bishop called for the vote, minutes were approved unanimously.

Friends of Ebey's Report:

Roos reported that preparation for the Annual Community Potluck is underway and will include a slideshow, "Snapshot of the Reserve, and Unbroken Historical Record." In addition, the Friends are preparing their annual End of Year Appeal. The Friends have not officially weighed in on the draft MOA presented by the Navy, but since grant funding is mentioned, they will discuss it.

Treasurer's Report:

Sherman noted that operations vouchers were under \$20,000 and that we're heading into a challenging fiscal time, so expenses have been minimized. Sherman passed around vouchers from operations and for the restricted funds.

Partner Reports

Washington St. Parks: Crimmins reported a new manager based at Ft. Casey has been hired, and will start December 1st. The Haunted Fort is set for the 26th & 27th, and parks are expecting a good crowd.

Island County: Commissioner Price-Johnson reported that the County is moving into budget season, and there will be a public hearing set for December. The planning department is also working on the event code, and will make recommendations at the end of the year. Price-Johnson noted the Trust Board is welcome to comment.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, October 23, 2018 – 4:00pm

National Park Service: No Report

Town of Coupeville: No Report

New Business:

No New Business.

Old Business:

Bishop moved to discussion of the draft MOA and the Sec. 106 process. Griffin noted that the process is changing and shifting minute by minute, with the release of the draft to the newspapers and a press release prior to the conference call with active parties – all of whom knew nothing about this. The draft sent to the papers, was one that had already been vetted by the parties involved and rejected. Much discussion ensued as to the best course of action for the Trust Board. Griffin stated the Trust Board needs to write a letter to the editor in response to the article carried in the paper stating that this is not an agreement the board is endorsing. Anderson noted it was important to see the process through. Bishop noted the board needs consensus as the process moves forward. Bernhardt agreed the board needs to stay in the game, and show the community the Board is fighting for it.

ACTION: Einterz made a motion to support the direction Griffin has laid out in the mitigation process. Second by Bernhardt. Following further discussion to define a 3-step plan, Bishop called for the vote. Approved unanimously.

Bishop moved to Voucher approval, then returned to Old Business.

Voucher Approval:

Bishop called on Sherman to present the vouchers for both the restricted and operating funds.

ACTION: Sherman moved for approval of vouchers from the Restricted Fund, 19-019 to 19-021, in the amount of \$7199.08. Second by Anderson. Hearing no discussion, Bishop called for the vote, approved unanimously.

ACTION: Sherman moved for approval of the vouchers from the Operating Fund, vouchers 19-001 to 19-018, in the amount of \$17,236.72. Second by Bernhardt. Hearing no discussion, Bishop called for the vote, approved unanimously.

Returning to Old Business, Bishop asked if discussion on the NPS owned Main St. Parcel should move to another workshop or be addressed in a Land Use Committee meeting. Following brief discussion, the issue will be a Land Use Committee topic.

Discussion turned to visitor management recommendations for Ebey's Landing, and Bishop said this would be a discussion at the next Trust Board workshop. Sherman added he'd get with Griffin to schedule an Education/Outreach committee meeting in the next month.

**Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, October 23, 2018 – 4:00pm**

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report: Griffin reported that we are at the “thinnest” time of year in relation to financial capacity, and that the office is adjusting to this. Griffin also reported she is working on a job description for the Preservation Coordinator position.

Bishop would like to have some type of update on the design review ordinance for the next agenda.

Robbins asked if there was a trail update from the Whidbey Camano Land Trust and would connect with Einterz on this.

Good of the Order

Einterz shared “This Day in History.” Sherman spoke briefly about the death of Senator John McCain and told a story of McCain’s visit with Senator Slade Gorton to the dairy farm.

Adjourn

Hearing no further business, Bishop adjourned the meeting at 6:08 pm.

Carol L. Castellano

Minutes respectfully submitted by Carol L. Castellano

as corrected

11/27/18

Date