

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of September 28, 2023

**PRESENT:** Lisa Bernhardt, Erin Borden, Heather McCoy, Jeff Sturm, Jen Schmitz, Elexis Fredy, Alan Hancock

**ABSENT:** Brett Bayne, Position #1 is unfilled

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Commissioner Bacon, Julie Dougherty-Winger

Chair Lisa Bernhardt called the meeting to order at 3:00pm and conducted a roll call to determine a quorum of Trust Board members. Prior to public comment, Bernhardt asked for a motion to amend the agenda moving the approval of vouchers to make time for the presentation by Sherrye Wyatt.

*Moved by Borden, second by Sturm. Hearing no further comment, Bernhardt called for the vote. Motion to amend the agenda approved.*

Bernhardt then asked for public comment. hearing none, Bernhardt asked for a motion to approve the corrected minutes of the August 22, 2023 Trust Board meeting.

*Moved by Sturm, second by Borden. Hearing no comments or further corrections, Bernhardt called for a roll call vote of the board. Motion approved. Minutes will be posted on the TB website at [www.Ebey'sReserve.com](http://www.Ebey'sReserve.com).*

### **TREASURER'S REPORT:**

Bernhardt called on Borden for Treasurer's Report. Borden noted expenses will be increasing relating to the upcoming Ebey's Forever Conference, 3<sup>rd</sup> Qtr Payroll taxes are reflected in the payables; final check for seasonal staff. The state audit is tentatively scheduled for December, however there's a backlog with the state, so it may be pushed to January. Borden then passed the vouchers for operations and for the restricted fund and asked the TB members to sign the coversheet.

Borden then presented the vouchers for September, and noted there were two sets of vouchers one for Operations and one for the Restricted Fund.

*Bernhardt moved to approve the TB Operations vouchers, 23.156 to 23.172 in the amount of \$28367.99. Second by Hancock. Bernhardt conducted a roll call vote, approved. The Operations Vouchers will be presented to the county Auditor's office for processing.*

Borden then presented the Restricted Fund Voucher for completion of an Ebey's Forever Grant project.

*Bernhardt moved to approve the TB Restricted Fund voucher, 23.173 to 23.175 in the amount of \$17,673.00. Second Hancock. Bernhardt conducted a roll call vote, approved. The Restricted Fund voucher will be presented to the county Auditor's office for processing.*

### **FRIENDS OF EBAY'S REPORT:**

Bernhardt called on Julie Dougherty Winger for a report on the Friends of Ebey's. Dougherty Winger noted the summer appeal is winding down; Participation in the Tokitae ceremony at the Coupeville Wharf; the Friends will be doing a lunch at the Conference on Saturday, catered by Serendipity; and commented that it will be great to have Trust Board members attending the Friends of Ebey's meetings.

### **PARTNER REPORTS**

Bernhardt called on partner representatives for their updates.

**TOWN OF COUPEVILLE:** No report.

**ISLAND COUNTY:** No report.

**WASHINGTON STATE PARKS:** No report.

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## Minutes of September 28, 2023

**NATIONAL PARK SERVICE:** Fredy noted that NPS is hopeful there will be no shutdown; Work will begin on project writing for federal funds; Update on the aftermath of the Farm I fire; and installation plans for the fire suppression system at the Ferry House.

Hancock asked Commissioner Bacon for an update on the parking ordinance at Ebey's Landing. Bacon noted that it had been approved by the county commissioners.

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt turned to new business and welcomed Sherrye Wyatt from Whidbey/Camano Tourism to make a presentation on the organization, changes in tourism, and new programs and models for tourism. At the conclusion, Hancock noted a concern about short-term vacation rentals vs. affordable housing; Schmitz asked what Shimada's role in relation to Whidbey/Camano tourism mean for the Trust Board and there seemed to be an omission for the Indigenous People. Wyatt noted that they were in process of developing a Heritage and Culture guide for distribution. Hearing no further discussion, Bernhardt thanked Wyatt and called for reports.

### **COMMITTEE REPORTS:**

**RESERVE MANAGER REPORT:** Shimada noted in the Reserve Manager report that staff is focused on the conference; the October workshop will focus on the 1984 Land Protection Plan; Shimada will miss the October regular Trust Board meeting, and Castellano will work with Bernhardt on the meeting, which will primarily approving vouchers and minutes. The November 8<sup>th</sup> workshop will be a conference debrief. The December Trust Board meeting will be on December 19<sup>th</sup> with no workshop in December. The office will be closed December 25<sup>th</sup> through January 1<sup>st</sup>.

**LAND USE COMMITTEE:** Hancock was appointed chair of the Land Use Committee; Fredy gave an update on the status of the fire at Farm I.

**EXECUTIVE COMMITTEE:** Bernhardt appointed McCoy to serve on the Finance Committee, and on the Executive Committee as the interim Vice Chair until election of officers can be held in January.

### **GOOD OF THE ORDER:**

Bernhardt thanked Commissioner Bacon for attending the meeting and Wyatt for coming to speak to the board; Schmitz noted the county would be holding a preparedness fair; the Keystone Preserve focus group will be holding a meeting; and there will be an Island County Natural Resources workshop coming up.

Bernhardt adjourned the meeting at 4:05pm.



Submitted by Carol Castellano, Office Manager



Date Approved

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of August 22, 2023

**PRESENT:** Lisa Bernhardt, Erin Borden, Heather McCoy, ~~Sally Garratt~~, Jeff Sturm, Brett Bayne

**ABSENT:** Elexis Fredy, Alan Hancock, Position #1 is unfilled

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Mayor Hughes, Commissioner Bacon, Julie Dougherty-Winger

Chair Lisa Bernhardt called the meeting to order at 3:07pm and conducted a roll call to determine a quorum of Trust Board members. Prior to public comment, Bernhardt announced the resignation from the board of town of Coupeville representative, Sally Garratt. Bernhardt thanked Garratt for her long-time service and work on the board. Bernhardt then asked for public comment. hearing none, Bernhardt asked for a motion to approve the July 25, 2023 meeting minutes.

*Moved by Sturm, second by Borden. Hearing no comments or corrections, Bernhardt called for a roll call vote of the board. Motion approved. Minutes will be posted on the TB website at [www.Ebey'sReserve.com](http://www.Ebey'sReserve.com).*

### **TREASURER'S REPORT:**

Bernhardt called on Borden for the status on the Trust Board accounts. Borden noted nothing out of the ordinary for the Operations and Restricted funds and mentioned that staff is closing out the Fiscal Year and gearing up for the state audit, probably in December. Borden then passed the vouchers and asked the TB members to sign the coversheet.

### **FRIENDS OF EBHEY'S REPORT:**

Bernhardt called on Julie Dougherty Winger for a report on the Friends of Ebey's. Dougherty Winger noted the summer appeal is out and donations are coming in. It was helpful for the Friends to have a budget request letter in August, and their board will reply soon to the FY2024 funding requests. Planning for conference participation is underway, as well as for the Community Potluck event that coincides with the conference. There was a Friends house party over the last weekend that was very successful and a lot of fun.

### **PARTNER REPORTS**

Bernhardt called on partner representatives for their updates.

**TOWN OF COUPEVILLE:** Mayor Hughes reported that the annual Arts and Crafts Festival was a big success, and everyone seemed very happy overall. Paving has begun throughout the town with the annual roadwork being completed soon. The town has purchased new software and they are working to get that up and running as quickly as possible. The county is conducting a speed limit survey and the Mayor recommends the TB members individually take a look and respond to the survey.

**ISLAND COUNTY:** No report

**WASHINGTON STATE PARKS:** No report

**NATIONAL PARK SERVICE:** No report

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt turned to new business and called on Borden and Shimada to review again the proposed draft budget for FY 2024. There were no significant changes to the draft other than a decrease in the Ebey's Forever Grant request to Friends, from \$75,000 to \$62,500. Both the income and expense lines were changed to reflect change. The budget is balanced. Bernhardt entertained a motion to approve the FY 2024 Trust Board Budget.

## Trust Board of Ebey's Landing National Historical Reserve Minutes of August 22, 2023

Moved by Borden, second by McCoy. Hearing no further comments or corrections, Bernhardt conducted a verbal count of TB members. FY 2024 Budget was approved and will be posted on the TB website.

Bernhardt then moved to the topic of the FY 2024 Trust Board Work Plan. Shimada noted that based on comments from the workshop held earlier in the month, changes to the work plan were made. Bernhardt entertained a motion to approve the FY 2024 Trust Board Work Plan as presented.

Moved by Bernhardt, second by McCoy. Hearing no further discussion, Bernhardt conducted a verbal count of TB members. FY 2024 Work Plan was approved and will be posted on the TB Website.

Bernhardt called on Treasurer Borden to present the vouchers for August. Borden noted there were two sets of vouchers one for Operations and one for the Restricted Fund.

Bernhardt moved to approve the TB Operations vouchers, 23.144 to 23.154 in the amount of \$22,487.46. Second by McCoy. Bernhardt conducted a verbal vote, approved. The Operations Vouchers will be presented to the county Auditor's office for processing.

Borden then presented the Restricted Fund Voucher for completion of an Ebey's Forever Grant project.

Bernhardt moved to approve the TB Restricted Fund voucher, 23.155 in the amount of \$7,040.00. Second by Sturm. Bernhardt conducted a verbal vote, approved. The Restricted Fund voucher will be presented to the county Auditor's office for processing.

### COMMITTEE REPORTS:

**RESERVE MANAGER REPORT:** Bernhardt called on Shimada to give the Reserve Manager report. Shimada noted that the community is grieving the sudden death of Tokitae. It was our hope to invite members of the Lummi Tribe to present at the conference, however, those plans may change significantly. We'll continue to speak with the Tribal contacts as well as with Orca Network. Otherwise, plans for the conference continue to move forward with sessions and speakers being clarified. It's great to see so many of the grant projects move forward and being completed. Staff has been working closely with the school district regarding the excavation relating to the new tennis courts at the school. Easement monitoring has been completed a month earlier than scheduled.

Some discussion relating to the new county ordinance restricting parking along the beach at Ebey's Landing. Commissioner Bacon encouraged the board members to take a look at the county road survey and make their thoughts known. Bayne asked if it might be possible to put signage up the hill saying, "No Parking Beyond this Point." It would let visitors and locals know there is not parking on the bluff up Hill Road.

### GOOD OF THE ORDER:

Bernhardt asked for any final comments for Good of the Order. Bayne noted that a new area manager had been hired and will start the first of October. McCoy thanked Castellano for doing a deep dive into the financials for the Trust Board - much appreciated. Dougherty Winger offered a hearty Happy Birthday to Bernhardt.

Bernhardt adjourned the meeting at 3:42pm.



Submitted by Carol Castellano, Office Manager



Date Approved

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of July 25, 2023

**PRESENT:** Brett Bayne, Lisa Bernhardt, Alan Hancock, Heather McCoy, Sally Garratt, Jeff Sturm

**ABSENT:** Elexis Fredy, Erin Borden, Position #3 is unfilled

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Mayor Hughes, Commissioner Bacon, Julie Dougherty-Winger

Chair Lisa Bernhardt called the meeting to order at 3:03pm and conducted a roll call to determine a quorum of Trust Board members. Having established a quorum, Bernhardt asked for public comment. Hearing no public comment, Bernhardt moved to approval of the June 27, 2023, meeting minutes. Minutes showed a couple of corrections, and hearing no further comments, Bernhardt entertained a motion to approve the minutes as corrected.

*Hancock moved to approve the corrected minutes of June 27, 2023, second by Garratt. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### **TREASURER'S REPORT:**

Bernhardt called on Garratt for the Treasurer's Report in Borden's absence. Garratt noted there was one set of vouchers from operations which included payment to Island County Historical Society, Porter Whidbey Insurance, All Quality Stitches and Visa payments. Garratt then presented the vouchers for the Operations account to the board for review and sign the cover sheets.

### **FRIENDS OF EBHEY'S REPORT:**

Bernhardt called on Julie Dougherty Winger to present a report on the activities of the Friends of Ebey's.

### **PARTNER REPORTS**

Bernhardt called on partner representatives for their updates.

**WASHINGTON STATE PARKS:** Bayne reported that first round interviews were being held for the area manager position; the first string of floats went in at the boat launch with a revised completion date of mid-August.

**TOWN OF COUPEVILLE:** Mayor Hughes reported on the traffic changes to Front Street and Coveland; Town Council will be voting on a new Trust Board appointment for position #3 from the town.

**ISLAND COUNTY:** Commissioner Bacon arrived late, however there was nothing to report.

**NATIONAL PARK SERVICE:** No Report.

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt turned to the issue of a letter to the Board of County Commissioners and Public Works regarding the bicycle signs throughout the Reserve with inaccurate information. Hancock noted it was a serious issue and created confusion about the Reserve. Much discussion on this topic. Bernhardt asked for a motion to prepare a letter to Island County Public Works and to the Island County Board of County Commissioners noting the inaccuracies in the bicycle signs and to take them down and make the necessary corrections before re-installing the signs.

*Moved by Hancock, second by Garratt. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Staff will prepare the letter and send to the appropriate agencies.*

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of July 25, 2023

Bernhardt called on Garratt who presented the vouchers for operations. Garratt asked if there were any questions, then asked for approval of the Operations vouchers, 23.128 to 23.143 in the amount of \$34,620.67.

*Moved by Garratt, second by Sturm. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Vouchers will be presented to the county auditor's office for processing.*

### COMMITTEE REPORTS:

RESERVE MANAGER REPORT: Bernhardt called on Shimada for the Reserve Manager report. Shimada spoke at length on the fire at the NPS property known as Farm I. It was noted that the formal report on the cause had not been released, however the indications are it was an accident, and arson was not involved. There will be a lot of cleanup and Shimada indicated there will be further updates over the course of the next several weeks. Hancock asked what the future plans for the building might be. Shimada there was no indication at this time of what the plans for the buildings might be. There will be further training for town and county staff and the HPC on the Secretary of Interior Standards for Historic Preservation. There was some discussion on "Regenerative Tourism" and the ways tourism can help with solutions relating to signage and parking issues.

Chair Bernhardt left early and turned the gavel over to Vice Chair Garratt for the remainder of the meeting.


### GOOD OF THE ORDER:

Shimada gave a brief report on the Maritime Washington National Heritage Area; Hancock circled back to appropriate signage and Commissioner Bacon noted that there is no code, but that the commissioners were working on getting one in place, agreeing that this code needed to happen. Bacon added that there will be a public meeting on the code, then the commissioners will vote on it. Hancock also asked if the NPS property behind the cottage might be used for horseback riding or other possible use. Garratt agreed that it was something worth looking into.

Bernhardt adjourned the meeting at 4:03pm.



Submitted by Carol Castellano, Office Manager



Date Approved

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of June 27, 2023

**PRESENT:** Brett Bayne, Lisa Bernhardt, Alan Hancock, Heather McCoy, Sally Garratt & Elexis Fredy, Erin Borden, Jeff Sturm (via ZOOM)

**ABSENT:** Position #3 is unfilled

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Mayor Hughes, Commissioner Bacon

Chair Lisa Bernhardt called the meeting to order at 3:00pm and conducted a roll call to determine a quorum of Trust Board members. Sturm participated via Zoom. Having established a quorum, Bernhardt asked for public comment. Hearing no public comment, Bernhardt moved to approval of the May 23, 2023, meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Borden moved to approve minutes of May 23, 2023, as presented, second by Hancock. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### **TREASURER'S REPORT:**

Bernhardt called on Borden for the Treasurer's Report. Borden noted there was one set of vouchers from operations and that they included 2<sup>nd</sup> quarter payroll taxes and a voucher for the new seasonal staff member. Borden then presented the vouchers for the Operations account to the board for review.

### **FRIENDS OF EBHEY'S REPORT:**

Bernhardt called on Shimada to read Ex. Director, Julie Dougherty-Winger's report. The Friends are requesting the Trust Board send the formal request for funding in FY2024 ~~in July instead of August, or as soon as possible.~~ corrected: ...**prior to the Friends board meeting on August 17, 2023.** Summer appeal donations are winding down; House parties are being planned and the Picnic on the Prairie planning is in full swing.

### **PARTNER REPORTS**

Bernhardt called on partner representatives for their updates.

**WASHINGTON STATE PARKS:** Bayne reported the railings have been completed; the floats for the boat launch are expected soon with partial completion set for early July; No changes in the hiring process but hope to get positions posted in early July.

**NATIONAL PARK SERVICE:** Fredy announced that NPS Preservation Carpenter, Scott Swenson, has taken a new position as Trail Supervisor at North Cascades NP. There's a planned send-off scheduled for July 12<sup>th</sup>. Fredy asked board and partners about fire services within the Reserve and agreements for services.

**ISLAND COUNTY:** Commissioner Bacon commented on fire services in Central Whidbey; Meeting with Shimada to discuss the next steps in relation to the Design Review ordinance and guidelines.

**TOWN OF COUPEVILLE:** Mayor Hughes lots of road work and changes to the downtown core area; Public bathrooms have been vandalized several times, with a fire in one. EV charging stations and restrooms were closed for a few days.

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt called on Pitts for a presentation on the differences between the Central Whidbey Historic District and Ebey's Landing NHR. Much discussion in follow up, and Shimada noted the ~~trailing~~



# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of June 27, 2023

**corrected:** training was also provided to the Historic Preservation Commission. Shimada also noted that it's the 50<sup>th</sup> anniversary of the Central Whidbey Historic District and plans and plans are in the works for an event at the Rec Hall sometime in October.

Bernhardt called on Borden who presented the vouchers for operations. Borden asked for approval of the Operations vouchers, 23.111 to 23.127 in the amount of \$23,342.81 .

*Moved by Garratt, second by Bernhardt. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Vouchers will be presented to the county auditor's office for processing.*

### COMMITTEE REPORTS:

**RESERVE MANAGER REPORT:** Bernhardt called on Shimada for the Reserve Manager report. Shimada noted that all the grant agreements for this year have been signed and projects are underway. Registrations for the Ebey's Forever conference are coming in and the full list of sessions and field trips will be finalized by August. Staff is working on the draft budget for FY 2024 and the 2024 workplan.

Chair Bernhardt left early and turned the gavel over to Vice Chair Garratt for the remainder of the meeting.

**LAND USE COMMITTEE:** Garratt reported that the committee met before the meeting, and the plan is to meet once a month. Discussed were easement monitoring, Farms I & II, the Pratt Field and the Ferry House.

Garratt, on behalf of the chair, formally appointed Heather McCoy to the Education/Outreach Committee.

### GOOD OF THE ORDER:

Commissioner Bacon asked the board if there could be a 5-minute video to share with county staff for a better understanding of what the Reserve is. Garratt noted that the goal of the conference is to create higher visibility about the Reserve, and that public input into the design review process will engage more of the community. Awareness is a challenge and something to work towards.

Garratt adjourned the meeting at 4:42pm.



Submitted by Carol Castellano, Office Manager



Date Approved



# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of May 23, 2023

**PRESENT:** Brett Bayne, Lisa Bernhardt, Alan Hancock, Heather McCoy, Sally Garratt & Elexis Fredy, Jeff Sturm, Erin Borden

**ABSENT:** Position #3 is unfilled

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Julie Dougherty Winger

Chair Lisa Bernhardt called the meeting to order at 3:00pm and conducted a roll call to determine a quorum of Trust Board members. McCoy participated via Zoom. Having established a quorum, Bernhardt asked for public comment. Hearing no public comment, Bernhardt moved to approval of the April 25, 2023 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Garratt moved to approve minutes of April 25, 2023 as presented, second by Borden. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### **TREASURER'S REPORT:**

Bernhardt called on Borden for the Treasurer's Report. Borden reported that the NPS 425 report had been submitted, closing out reports for FY2022. There was a larger than normal phone bill due to some confusion as to who would pay this particular bill. Large Visa bill due to purchase of Jr. Ranger Badges. Borden then presented the vouchers for the Operations and Restricted funds to the board for review.

### **FRIENDS OF EBHEY'S REPORT:**

Bernhardt called on Ex. Director Julie Dougherty Winger for a report on the Friends. Focus was on the Spring/Summer Appeal is out; Give Big Day; Picnic on the Prairie in September; and the FY2024 Budget Request to the Friends.

### **PARTNER REPORTS**

Bernhardt called on partner representatives for their updates.

**WASHINGTON STATE PARKS:** Bayne reported that the season is now underway, and the dock installation has been held up for a few weeks.

**NATIONAL PARK SERVICE:** Fredy introduced Joe Dolan, Cultural Anthropologist at San Juan; Things are moving along at the Ferry House, with extra scrutiny following the fire at Hurricane Ridge.

**ISLAND COUNTY:** No report.

**TOWN OF COUPEVILLE:** No report

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt called on Shimada who reported that workplan and budget planning is underway for FY 2024. The Finance Committee will meet when the draft is completed and following their review and recommended changes, the budget and workplan drafts will be presented to the full board at the July workshop.

Bernhardt called on Borden who presented the vouchers for operations and the restricted funds. Borden asked first for approval of the Operations vouchers, 23.099 to 23.108 in the amount of \$21,794.34.

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of May 23, 2023

*Moved by Garratt, second by Hancock. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Vouchers will be presented to the county Auditor for processing.*

Borden then presented vouchers for the restricted fund and asked for approval of vouchers 23.109 to 23.110 in the amount of \$2855.99.

*Moved by Garratt, second by Sturm. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Vouchers will be presented to the county Auditor for processing.*

### **COMMITTEE REPORTS:**

**RESERVE MANAGER REPORT:** Bernhardt called on Shimada for the Reserve Manager report. Shimada noted that Abigail Paul had been hired as the seasonal outreach assistant; Ebey House will open on May 26<sup>th</sup>; Staff is working on the grant program, easement monitoring, Pratt building assessments; Trust Board is down one representative from the town; and an update on the Fisher Place.

**LAND USE COMMITTEE:** Garratt reported that the committee met before the meeting, and welcomed Sturm and Fredy to the committee, and reminded members the Clark Bishop is a citizen representative to the committee. The meeting was more informative with the new members, although there was some discussion regarding Farms I & II and on the Town/County Design Review ordinance.

### **GOOD OF THE ORDER:**

Bernhardt welcomed final comments for good of the order – noted were Owl Boxes in the Reserve and that Kestral nests were making an appearance.

Bernhard adjourned the meeting at 3:37pm.



*Submitted by Carol Castellano, Office Manager*



*Date Approved*

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of April 25, 2023

**PRESENT:** Brett Bayne, Lisa Bernhardt, Alan Hancock, Heather McCoy, Sally Garratt & Elexis Fredy

**ABSENT:** Position #3 is unfilled, Jeff Sturm, Erin Borden

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Julie Dougherty Winger, Chris Holm

Chair Lisa Bernhardt called the meeting to order at 1:00pm and conducted a roll call to determine a quorum of Trust Board members. Having established a quorum, Bernhardt asked for public comment. Hearing no public comment, Bernhardt moved to approval of the March 28, 2023 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Hancock moved to approve minutes of March 28, 2023 as presented, second by Garratt. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### **TREASURER'S REPORT:**

With Treasurer Borden absent, Bernhardt presented a brief report and the vouchers for the board to review.

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt, as alternate auditing officer, presented the vouchers for operations and the restricted funds, and asked first for approval of the Operations vouchers, 23.088 to 23.098 in the amount of \$21,649.55.

*Moved by Bernhardt, second by Garratt. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Vouchers will be presented to the county Auditor for processing.*

### **COMMITTEE REPORTS:**

**RESERVE MANAGER REPORT:** Bernhardt called on Shimada for the Reserve Manager report.

Bernhardt adjourned the business meeting at 1:25pm, at which time, the Trust Board moved into the Annual Retreat. Jeff Sturm was absent from the business meeting, however, joined at the retreat. No business was transacted during the retreat.

  
Submitted by Carol Castellano, Office Manager

  
Date Approved

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of March 28, 2023

**PRESENT:** Brett Bayne, Lisa Bernhardt, Jeff Sturm, Andrew Ziehl. Sally Garratt & Elexis Fredy (via Zoom)

**ABSENT:** Position #5 is unfilled, Erin Borden, Alan Hancock

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Commissioner Melanie Bacon, Mayor Molly Hughes

Chair Lisa Bernhardt called the meeting to order at 3:00pm and then conducted a roll call to determine a quorum and asked for public comment. Shimada read a statement into the record from Gretchen Luxenberg regarding the Fisher House on Kennedy Lagoon. Hearing no further public comment Bernhardt moved to approval of the February 28, 2023 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Ziehl moved to approve minutes of February 28, 2023, second by Sturm. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### **TREASURER'S REPORT:**

No Report.

### **PARTNER REPORTS:**

**NATIONAL PARK SERVICE:** Fredy noted a workshop on native plants with Robert Pelant (Pacific Rim Institute) was held at the Prairie Overlook; NPS is looking at additional funding to help with noxious weeds; and there may be some funding coming in to replace the four "Welcome" signs around the Reserve.

**WASHINGTON STATE PARKS:** Bayne reported that state parks is without a regional manager, but Chris Holm will fill in temporarily as the announcement goes out. Until that position is filled, there is a hold on the area manager position. Bayne will continue as the interim until further notice. Boat launch will not be ready for the start of fishing season and will be pushed back until June.

**TOWN OF COUPEVILLE:** Mayor Hughes reported that several new businesses have opened in downtown Coupeville; Coupeville Farmers Market returns April 22<sup>nd</sup> on the town green; Traffic revision plans are being finalized and prepared for; and the town is fully staffed and everyone is doing great work.

**ISLAND COUNTY:** Commissioner Bacon noted that Art Huffine has been appointed to the Historic Preservation Commission and there will be an interview with a Trust Board candidate.

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt called on Shimada and Pitts to make a presentation on the 2023 Ebey's Forever Grant recommendations. Pitts noted there were 19 applications and 13 received a recommendation for funding, then gave a PowerPoint presentation on the projects recommended for funding. Following the presentation there was brief discussion on the grants that did not receive funding. Bernhardt entertained a motion to approve the recommended 2023 Ebey's Forever Grant funding.

*Garratt moved to approve funding, however there was an error in the motion. Discussion ensued regarding if the motion should or should not move forward. Following discussion, the motion was seconded by Fredy. Bernhardt asked for roll call vote, motion failed.*

## Trust Board of Ebey's Landing National Historical Reserve Minutes of March 28, 2023

*A motion was made by Sturm, second by Ziehl to approve funding for twelve of the grant projects, minus the grant for WA. State Parks. Bernhardt asked for roll call vote, motion approved.*

Bernhardt, as alternate auditing officer, presented the vouchers for operations and the restricted funds, and asked first for approval of the Operations vouchers, 23.071 to 23.083 in the amount of \$21,283.31.

*Moved by Sturm, second by Ziehl. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Vouchers will be presented to the county Auditor for processing.*

Bernhardt then presented vouchers for the restricted fund and asked for approval of vouchers 23.084 to 23.087 in the amount of \$1,005.15.

*Moved by Garratt, second by Sturm. Hearing no further discussion, Bernhardt called for a roll call vote. Motion approved. Vouchers will be presented to the county Auditor for processing.*

Bernhardt called on Shimada for a report on the Fisher House and Sea-Rise discussions. Following Shimada's update, Bernhardt returned to the Ebey's Forever Grant program and Washington State Parks.

*A motion was made by Garratt, second by Fredy to approve funding for Washington State Parks. Bayne recused himself from the vote. Bernhardt asked for roll call vote, motion to fund Washington State Parks project, approved. Grant applicants will be formally notified by mail on their approval and staff will arrange for the agreements to be signed.*

### **COMMITTEE REPORTS:**

RESERVE MANAGER REPORT: Bernhardt called on Shimada for the Reserve Manager report.

Following the Reserve Manager report, Bernhardt appointed Fredy to the Land Use Committee.

### **GOOD OF THE ORDER:**

Bernhard called for the Good of the Order – reminding board members there would be no workshop in April, but there would be the annual retreat at Pacific Rim Institute on April 25, 2023. More information would be forthcoming from the staff.

  
Submitted by Carol Castellano, Office Manager

  
Date Approved

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of February 20, 2023

**PRESENT:** Brett Bayne, Lisa Bernhardt, Sally Garratt, Jeff Sturm, Andrew Ziehl, Lex Fredy, Alan Hancock, Erin Borden

**ABSENT:** Position #5 is unfilled

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Commissioner Melanie Bacon, Mayor Molly Hughes

Chair Lisa Bernhardt called the meeting to order at 3:03pm and welcomed Mayor Hughes and Commissioner Bacon to the meeting. Bernhardt then conducted a roll call to determine a quorum and asked for public comment. Hearing no public comment Bernhardt moved to approval of the January 25, 2023 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Borden moved to approve minutes of January 25, 2023, second by Garratt. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### **TREASURER'S REPORT:**

Bernhardt called on Borden to present the Treasurer's Report. Borden noted the annual state audit report was filed. The FY 2023-2024 Task Agreement has been signed off and funding obligated by NPS. The NPS/TB Cooperative Agreement has been finalized. Borden then passed the vouchers to the Trust Board members for review and signatures.

### **PARTNER REPORTS:**

**TOWN OF COUPEVILLE:** Bernhardt invited Mayor Hughes to report on town business. Hughes reported that MusselFest will be on the weekend; Town will move forward with turning Front St. into a one-way road and signs have been ordered.

**WASHINGTON STATE PARKS:** Bayne reported that there are two candidates for the parks manager position; Fort Ebey will be open for camping; and the boat launch work continues, but it doesn't look good for fishing.

**NATIONAL PARK SERVICE:** David Louter has taken a position based in Washington DC, although he will work remotely from his home office, and will be dropping off the board. Elexis Fredy will be appointed to the Trust Board position for the National Park Service.

**ISLAND COUNTY:** Bernhardt invited Commissioner Bacon to address the board. Bacon noted that they are still looking for interested people to serve on the Historic Preservation Commission; review of the design review ordinance and guidelines will begin this summer.

### **UNFINISHED BUSINESS:**

Bernhardt moved unfinished business beginning with the two proposed changes to the Standard Operating Procedures (Election of Officers and Reimbursement of Expenses) as discussed at the February workshop. Hearing no further discussion, Bernhardt called for a motion to approve the SOP relating to the Reimbursement of Expenses.

*Garratt moved to approve changes to Standard Operating Procedures relating to the Reimbursement of Expenses, second by Hancock. Hearing no discussion, Bernhardt called for a roll call vote. Approved.*

Bernhardt noted that the motion should have been made for both SOP's up for consideration, and asked Garratt if she would like to amend her vote.

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of February 28, 2023

*Garratt moved to amend the vote on the SOP for Reimbursement of Expenses to also include the SOP for the Election of Officers. Second by Hancock. Hearing no further discussion, Bernhardt called for a roll call vote. Amended motion approved. Updated SOP's will become part of the Trust Board Standard Operating Procedures.*

### **NEW BUSINESS:**

Bernhardt announced the resignation of Clark Bishop, position 5 (county) from the Trust Board. Some discussion among board members about re-assigning Sturm from position 7 (at-large) to position 5, and then widening the search via the at large position. Borden asked for a meeting of the Executive Committee to discuss what the needs of the Trust Board might be in relation to a new board member, and to pass that information on to Commissioner Bacon.

Bernhardt then called on Borden to present the vouchers to the Trust Board. Borden presented the vouchers to the board.

*Bernhardt called for a motion to approve the operations vouchers, 23.060 to 23.069 in the sum of \$20,886.71. Bernhardt moved, second by Sturm. Bernhardt called for a roll call vote, approved. Vouchers will be presented to the county Auditor for processing.*

Borden read the vouchers for the Restricted Fund, voucher 23.070 in the sum of \$9,784.59.

*Bernhardt moved, second by Ziehl. Bernhardt asked for roll call vote, approved. Voucher will be presented to the county Auditor for processing.*

### **COMMITTEE REPORTS:**

**RESERVE MANAGER REPORT:** Bernhardt called on Shimada for the Reserve Manager report. Shimada reported application was made for the Paul Bruhn Grant for Historic Preservation; Ebey's Forever Grant applications are coming in and it looks to be about 20 applications; Openings on the HPC for both the town and the county; there will be an event for the Maritime Washington National Heritage Area on April 27<sup>th</sup> for stakeholder organizations. There will be no workshop on March 8<sup>th</sup>; March 15<sup>th</sup> the Grant Advisory Committee will meet and determine grant allocations; and, the Annual Retreat will be on April 25<sup>th</sup>. Shimada also reported that she and Pitts have attended the Sea Rise meetings; and there was a very good networking meeting with NASWI, WCLT, NPS and the Trust Board to discuss Easements in the Reserve.

**LAND USE COMMITTEE:** Garratt reported that the Land Use Committee met, and it was proposed to invite Clark Bishop as a Citizen Advisor to the committee. Hancock asked that the board review the design review ordinance. Bacon noted discussion of the guidelines will come in June. Garratt asked if there was a draft copy. Bernhardt approved asking Bishop, and then appointed Sturm to the Land Use Committee.

### **GOOD OF THE ORDER:**

Bernhard call for the Good of the Order - Hearing no further business, Bernhardt closed the meeting at 4:01pm.



Submitted by Carol Castellano, Office Manager



Date Approved



# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of January 25, 2023

**PRESENT:** Brett Bayne, Clark Bishop, Lisa Bernhardt, Sally Garratt, Jeff Sturm, Andrew Ziehl, David Louter, Alan Hancock, Erin Borden

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Elexis Fredy (NPS)

Chair Lisa Bernhardt called the meeting to order at 10:05am. Bernhardt thank everyone who came to the Open House commenting that everyone seemed very pleased with the attendance and the Mayor made mention during the town council meeting. Bernhardt then conducted a roll call to determine a quorum and asked for public comment. Hearing no public comment Bernhardt moved to approval of the December 22, 2022 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Hancock moved to approve minutes of December 22, 2022, second by Sturm. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### **TREASURER'S REPORT:**

Bernhardt called on Borden to present the Treasurer's Report. Borden noted the 4<sup>th</sup> quarter payroll taxes have been paid; W2's and 1099's are in process; Castellano is working on the annual audit report for the state; the final draw was completed on the FY 2022 NPS funding; there were no restricted fund vouchers. Borden then passed the vouchers to the Trust Board members for review and signatures.

### **PARTNER REPORTS:**

**NATIONAL PARK SERVICE:** Elexis Fredy told the board she is working on identifying other grant funding sources including working with Shimada on PMIS Special Project funding requests. A draft task agreement has been prepared and the process to secure funding for the Trust Board is moving forward. Louter asked how much remained of the FY2022 allocation, Castellano said all funding has been drawn down.

**WASHINGTON STATE PARKS:** Bayne reported that work is moving along on the new boat launch and the hope is to open it in March and for the next fishing season. Bids are being collected for work on the railings, and the search continues for a new area manager.

Town of Coupeville: No report

Island County: No report

**FRIENDS OF EBHEY'S REPORT:** Ex. Director Julie Dougherty emailed her report which was read by Shimada. Dougherty noted that the Winter appeal is coming to a close and they are very nearly at their budgeted amount. Shimada and Castellano will be meeting with Dougherty to begin moving on the conference schedule for November, and general "housekeeping" work on taxes is underway.

### **UNFINISHED BUSINESS:**

Bernhardt moved to a discussion of the Trust Board meeting schedule. Following a poll that went to all the partners and board members, it was determined that the Trust Board workshop will remain on the 2<sup>nd</sup> Wednesday of each month at 10am, however the Trust Board Regular Meeting will change to the 4<sup>th</sup> Tuesday, from 3pm to 5pm effective February 2023.

### **NEW BUSINESS:**

Bernhardt presented to the board, Resolution 23-01: Election of Officers, and read into the record the names of those candidates for Trust Board Officers: Chair, Lisa Bernhardt; Vice Chair, Sally Garratt; Jeff

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of January 25, 2023

Sturm, Secretary; Erin Borden, Treasurer. Before the call for a motion to approve the resolution, Bernhardt asked of there were any nominations from the floor. Hearing none, Bernhardt called for a motion.

*Moved by Garratt, second by Hancock to approve Resolution 23-01, Election of Officers for 2023. Bernhardt called for a roll call vote. Trust Board Officers were approved. The list of officers will be submitted to Island County.*

Bernhardt returned to the update to the Standard Operating Procedure relating to Credit Card use by Trust Board staff.

*Bernhardt called for a motion to approve changes to the Standard Operating Procedures relating to credit card use by Trust Board Staff. Garratt moved, second by Ziehl. Bernhardt asked for comments, and Garratt asked if the changes from the last meeting were addressed. Having confirmed the changes and hearing no further discussion, Bernhardt called for a roll call vote, approved. The Trust Board Standard Operating Procedures will be updated.*

Bernhardt called on Borden to present the vouchers to the Trust Board. Borden presented the vouchers to the board.

*Bernhardt called for a motion to approve the operations vouchers, 23.048 to 23.059 in the sum of \$220,566.37. Borden moved, second by Bernhardt. Bernhardt called for a roll call vote, approved. Vouchers will be presented to the county Auditor for processing.*

Castellano read the vouchers for the Restricted Fund, vouchers 23.042 to 23.047 in the sum of \$36,501.55.

*Bernhardt called for a vote. Garratt moved, Bernhardt 2nd. Holm recused himself. Bernhardt asked for roll call vote, approved. Vouchers will be presented to the county Auditor for processing.*

### COMMITTEE REPORTS:

RESERVE MANAGER REPORT: Bernhardt called on Shimada for the Reserve Manager report. Shimada touched on the Open House, noting the Mayor and other Partners seemed pleased with the turnout and the event in general. Staff is moving into conference mode; PMIS special project packages have been crafted with NPS; Staff will work with the Friends of Ebey's to submit for the Paul Bruhn Grant relating to preservation; A Land Use Committee meeting will be called sometime before February 12<sup>th</sup> and Hancock stressed the need to have input on the Town/County Design Guidelines from the Trust Board before things get "cemented." Garratt noted that would be a conversation for the Land Use Committee.

### GOOD OF THE ORDER:

Following the Reserve Manager report, Bernhardt call for the Good of the Order, and again thanked everyone on the Open House. Hearing not further business, Bernhardt closed the meeting at 10:32am.



Submitted by Carol Castellano, Office Manager



Date Approved

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of December 22, 2022

**PRESENT:** Chris Holm, Clark Bishop, Lisa Bernhardt, Sally Garratt, Jeff Sturm, Andrew Ziehl, David Louter, Alan Hancock

**ABSENT:** Erin Borden

**STAFF:** Marie Shimada, Carol Castellano, Josh Pitts

**OTHERS:** Julie Dougherty-Winger (Friends of Ebey's), Elexis Fredy (NPS)

Chair Lisa Bernhardt called the meeting to order at 10:01am. Bernhardt thank everyone who came to the dessert potluck, then conducted a roll call to determine a quorum, and asked for public comment. Hearing no comments from the public, Bernhardt moved to approval of the November 23, 2022 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Holm moved to approve minutes of November 23, 2022, second by Garratt. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

**FRIENDS OF EBHEY'S REPORT:** Ex. Director Julie Dougherty Winger gave brief update and also thanked those who attended the dessert potluck. Friends will be welcoming some new board members in the new year; contributions are still coming in from the Winter appeal; and the friends will participate in the Trust Board Open House.

### **PARTNER REPORTS:**

**NATIONAL PARK SERVICE:** Elexis Fredy updated the board on the status of the Cooperative Agreement and that her office will be assisting with the Task Agreement. Fredy also noted that work on the Ferry House will continue with assistance from the Denver office.

**WASHINGTON STATE PARKS:** Holm reported that light up the Lighthouse was well received and attended; Holm announced he will be relocating to the Olympia area and taking a new role with state parks, however he, Ciera Strickland and Jon Crimmins will be participating in the Open House. Bernhardt thanked Holm and noted that his contributions and insight will be missed.

Town of Coupeville: No report

Island County: No report

### **UNFINISHED BUSINESS:**

No Unfinished Business.

### **NEW BUSINESS:**

Bernhardt welcomed Island County Commissioner Melanie Bacon to the meeting. Commissioner Bacon reported on priorities for Island County in the next year and encouraged the Trust Board to look at the county's list of priorities when planning future work plans. Bacon noted that climate change and climate mitigation is a key focus for the county. Bernhardt thanked the commissioner, and noted that the board would be revisiting meeting dates so the town and county partners would be able to participate.

Moving to voucher approval, Bernhardt called on Garratt to present the vouchers. Garratt deferred to Castellano who provided information on the vouchers.

*Bernhardt called for a motion to approve the Operations vouchers, 23.029 to 23.041 in the sum of \$24,014.26. Garratt Moved, Holm 2nd, Bernhardt called for a roll call vote, approved. Vouchers will be presented to the county Auditor for processing.*

**Trust Board of Ebey's Landing National Historical Reserve  
Minutes of December 22, 2022**

Castellano read the vouchers for the Restricted Fund, vouchers 23.042 to 23.047 in the sum of \$36,501.55.

*Bernhardt called for a vote. Garratt moved, Bernhardt 2nd. Holm recused himself. Bernhardt asked for roll call vote, approved. Vouchers will be presented to the county Auditor for processing.*

**COMMITTEE REPORTS:**


RESERVE MANAGER REPORT: Bernhardt called on Shimada for the Reserve Manager report. Shimada noted the success of the dessert potluck and touched on changes to the Cooperative Agreement through discussion with the Cooperative Agreement Task Group; PMIS project planning with Fredy. Shimada added she will be joining the Maritime Washington Heritage Area board. Commissioner Bacon commented that Shimada is doing a great job for the Reserve.

**GOOD OF THE ORDER:**

Bernhardt asked Garratt and Sturm to be the nominating committee for the Trust Board officers, adding that a vote will come for the officer positions in January.

Hearing not further business, Bernhardt closed the meeting at 10:49am.

  
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Submitted by Carol Castellano, Office Manager

  
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Date Approved

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of November 23, 2022

**PRESENT:** Chris Holm, Clark Bishop, Lisa Bernhardt, Erin Borden, Sally Garratt, David Louter

**ABSENT:** Andrew Ziehl, Jeff Sturm

**STAFF:** Marie Shimada, Carol Castellano

**OTHERS:** Julie Dougherty-Winger (Friends of Ebey's), Elexis Fredy (NPS)

Chair Lisa Bernhardt called the meeting to order at 10:02am. Bernhardt conducted a roll call to determine a quorum, then asked for public comment. Hearing no comments from the public, Bernhardt moved to approval of the October 26, 2022 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Holm moved to approve minutes of October 26, 2022, second by Garratt. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

### OPERATIONS VOUCHERS

Bernhardt then called on Borden to present the Trust Board Operations Vouchers.

*Borden presented Operations Vouchers, 23-016 to 23-028 in the sum of \$19,871.98. Bernhardt moved to approve vouchers, second by Garratt. Hearing no discussion, Bernhardt called for a roll call vote. Approved. Operations Vouchers will be presented to Island County for processing.*

### GOOD OF THE ORDER:

Bernhardt called on Shimada to talk about the Community Holiday Dessert Potluck. Shimada informed the board of the event on December 9<sup>th</sup>, 5pm at the Pacific NW Art School, and asked the board members to please come and bring a dessert item to share – preferably finger-foods like cookies. Shimada then reminded the board members that the December Trust Board Regular Meeting will be on Thursday, December 22, 2022, at 10am – a shift from the normal Wednesday day. Washington State Parks board member, Chris Holm, announced his reassignment to State Parks headquarters in Olympia effective January 1, 2023. Holm said he will be assisting in the hiring process for the Area Manager position here on Whidbey Island.

The meeting adjourned at 10:17am.



*Submitted by Carol Castellano, Office Manager*



*Date Approved*

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of October 26, 2022

**PRESENT:** Chris Holm, Clark Bishop, Lisa Bernhardt, Erin Borden, Sally Garratt, Jeff Sturm, Andrew Ziehl, David Louter

**ABSENT:** Alan Hancock

**STAFF:** Marie Shimada, Carol Castellano

**OTHERS:** Julie Dougherty-Winger (Friends of Ebey's), Elexis Fredy (NPS)

Chair Lisa Bernhardt called the meeting to order at 10:01am. Bernhardt conducted a roll call to determine a quorum, then asked for public comment. Hearing no comments from the public, Bernhardt moved to approval of the September 28, 2022 meeting minutes. Hearing no comments or corrections to the minutes, Bernhardt entertained a motion to approve the minutes as presented.

*Ziehl moved to approve minutes of September 28, 2022, second by Holm. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. Minutes will be posted to the EbeyReserve.com website.*

**TREASURER'S REPORT:** Bernhardt called on Borden for the Treasurer's report. Borden noted that 3<sup>rd</sup> Quarter payroll taxes had been paid, and the semi-annual NPS 425 report submitted. Operations vouchers included expenses for conference lodging for Shimada & Castellano, payment to Island County Historical Society for PorchStories, and payment for the entertainment at the upcoming Community Potluck. Restricted Fund voucher is for a Ebey's Forever Grant reimbursement. Vouchers were then passed to the board members for review and for signatures on the corresponding cover sheets.

**FRIENDS OF EBHEY'S REPORT:** Ex. Director Julie Dougherty Winger gave an update on the work of the Friends of Ebey's, noting the upcoming Community Potluck on November 4<sup>th</sup> at the Crockett Barn. The memorandum of understanding between the Trust Board and the Friends is scheduled for approval in November. Dougherty-Winger noted there were some additional comments to work through from the Trust Board members. Bernhardt encouraged the Trust Board members to plan to attend the potluck on the 4<sup>th</sup>.

### **PARTNER REPORTS:**

**TOWN OF COUPEVILLE:** No report.

**ISLAND COUNTY:** No Report.

**WASHINGTON STATE PARKS:** Holm reported that permits had been received for the boat ramp and work is expected to begin in December. Haunted Fort Casey is underway for the season and has been well received. Holm presented a short video created by state park staff relating to work done throughout the year.

**NATIONAL PARK SERVICE:** Elexis Fredy reported the RFP for the Pratt Field lease is coming together and it's hoped to have that out to the public by mid-November. Negotiations on Ferry House funding with the Navy continues and there is a continuing resolution for funding through mid-December.

### **UNFINISHED BUSINESS:**

Bernhardt presented the 45<sup>th</sup> Anniversary logo for the Trust Board's approval. Some discussion ensued, with Borden voicing her disapproval for the design. Bernhardt called for a motion to approve the design.

*Bishop moved to approve the logo design for the 45<sup>th</sup> Anniversary, second by Holm. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. The design will be unveiled to the public at the Community Potluck, then used throughout the Anniversary year of 2023.*

# Trust Board of Ebey's Landing National Historical Reserve

## Minutes of October 26, 2022

### NEW BUSINESS:

Bernhardt called on Shimada who presented the Fiscal Year 2022 Annual Report and the Easement Monitoring report. The annual report will be posted to the Trust Board website.

Discussion then moved to the Memorandum of Understanding with the Friends of Ebey's. The document is renewed every three years. Holm provided some feedback on the document. Trust Board members discussed the option to delegate approval of the final MOU to the Reserve Manager. Bernhardt called for a motion to delegate authority for the final approval of the 2022-2025 MOU with the Friends of Ebey's to the Reserve Manager.

*Borden moved to delegate authority for final approval of the 2022-2025 MOU with the Friends of Ebey's to the Reserve Manager. Second by Holm. Hearing no further discussion, Bernhardt called for a roll call vote. Approved. The final MOU will be held on file at the Trust Board office.*

Bernhardt announced the appointment of Sturm to the Education/Outreach committee, then called on Borden to present the Operations Vouchers and the Restricted Fund Vouchers.

*Borden presented Operations Vouchers, 23-001 to 23-014 in the sum of \$16,530.79. Garratt moved to approve vouchers, second by Bernhardt. Hearing no discussion, Bernhardt called for a roll call vote. Approved. Operations Vouchers will be presented to Island County for processing.*

*Borden presented Restricted Fund Vouchers, 23-015 in the sum of \$2,000.00. Garratt moved to approve the voucher, second by Bernhardt. Hearing no discussion, Bernhardt called for a roll call vote. Approved. Restricted Fund Vouchers will be presented to Island County for processing.*

### COMMITTEE REPORTS:

**RESERVE MANAGER REPORT:** Shimada presented her report noting that Josh Pitts has been hired as the Preservation Coordinator. Shimada met with Commissioner Bacon. Trust Board members suggested an annual report be made to the commissioners as a way to further the partnership, as well as possible regular meetings with all the commissioners by the county appointees. Shimada then reported that she participated in the public meeting regarding the town of Coupeville's Comprehensive Plan. Shimada closed out her comments with events coming up this next fiscal year, including the Community Potluck, Trust Board Open House (January), and the Ebey's Forever Conference in November of 2023.

**EDUCATION/OUTREACH COMMITTEE:** Ziehl reported the committee met to catch up on events for 2023 and reconnect regarding the interpretive panels.

### GOOD OF THE ORDER:

Bernhardt reminded everyone about the Potluck, with Shimada asking for board members to let the office know if they'll be present as a notice must be posted. Borden said that the WCLT trails had a soft-opening and it appears that people hiking them are being respectful. No problems to report.

The meeting adjourned at 11:22am.



Submitted by Carol Castellano, Office Manager



Date Approved