

Meeting Minutes
Spokane River Regional Toxics Task Force
Administrative and Contracting Entity (ACE)
October 15, 2013
Water Resource Center
1:00 p.m. – 4:00 p.m.

Directors in Attendance

Bud Leber
Doug Krapas
Rick Eichstaedt
Dave Moss
Tom Agnew
Dale Arnold

Directors Absent

None

Guests

Steve Faust, Gonzaga Law School
Mike Slater, Gonzaga Law School Intern
Adriane Borgias

Review Agenda/Additional Items

Bud Leber reviewed the agenda; then asked if there were any items that should be added to the agenda (see those additions on next page)

Approve Minutes from 08/22/13 Meeting.

Motion to Approve: Move – Rick, Second – Dale. All approved.

Ruckelshaus Center Funding Agreement.

- **ACE / Ecology** – \$41,000 in two payments: November 2013 and May 2014.

Treasurer's Report

- **Account Activity** – thru September 30, 2013 = \$45,315.93 total in bank accounts
- **Consideration of Other Arrangements** – not discussed; defer to next meeting.

Cash Flow Projections – Bud distributed spreadsheet depicting cash flow projection, starting with actual status as of July 5, 2013 and projecting through the end of 2014. Projection was that funds might run out about the end of 2013, but additional dues and/or Ecology & Legislative funding would mitigate the shortfall. Dave and Bud will keep a close eye on fund status.

Funding Assessment to Address Cash Flow Projections

- **Decision on Dues Assessment** – not discussed; defer to next meeting

Funding Agreement Status for Technical Advisor

- **Ecology / Spokane County Agreement** – OK
- **Spokane County / ACE Agreement**

Motion to Approve: Move – Tom. Second – Dale. All approved.

Agreement with Ecology on process for \$350,000 from Legislature – draft Agreement from Adriane Borgias was received but not reviewed in significant detail. Will review and discuss further in next ACE meeting.

Discussions with Legal Support

- **Organizational Structure** – RCW 39.34.030 Interlocal Organization, Public Records Act? Open Meetings Act? Continue to review and consider options.
- **Director’s Insurance** – Steve Faust will discuss with Ian Cunningham (Blasingame Ins.)
- **Financial Audits** – No requirement by Ecology
- **Business License** – Yes, State of Washington \$15.00
- **Reports and Filings** – Annual Filing required with Secretary of State
- **PO Box** – not discussed; defer to a future meeting
- **Updating of Bylaws** – not discussed; defer to a future meeting

Items added to Agenda:

- **B & O Tax?** – not sure if applies; ACE will have no employees
- **Form 1023** – Tax Exempt
- **Form 990** – If over \$200,000
- **Form 990EZ** – If under \$200,000 by May 15, 2014
- **“File a Postcard”** – If under \$50,000
- **Accountant** – consider using “non-profit” accountant; discuss at future meeting(s)

Motion to Adjourn: Move – Bud. Second – Dale. All approved.