

## MEETING MINUTES

### Riley-Purgatory-Bluff Creek Watershed District

#### October 17, 2024, RPBCWD Board of Managers Work Session

PRESENT:

Managers: Jill Crafton, Treasurer  
Tom Duevel, Secretary\*\*  
Bonnie Nelson  
Dorothy Pedersen, President  
David Ziegler, Vice President

Staff: Zach Dickhausen, Natural Resources Coordinator  
Liz Forbes, Communication Manager  
Andrew Hartmann, Water Resources Technician  
Eleanor Mahon, Community Engagement Coordinator  
Josh Maxwell, Water Resources & Fisheries Manager  
Dylan Monahan, Office Administrator  
Alaina Portoghese, GIS Communications Specialist  
Rachel Whittington, Natural Resources Technician

Other Attendees: Breanne Rothstein, Thrive Consulting, LLC

#### 1. Board of Managers Work Session

- Current 10-Year Plan
- Presentation
- Overview of Robert's Rules of Order

1 President Dorothy Pedersen called to order the Wednesday, October 17, 2024, Board of  
2 Managers Workshop at 4:10 p.m. at the District Office, 18681 Lake Drive East,  
3 Chanhassen, Hennepin County, Minnesota. Managers Jill Crafton, Bonnie Nelson, and  
4 David Ziegler were also in attendance.

5 Liz Forbes suggested setting a Board of Managers workshop for November 6, 2024, at 5:00  
6 p.m. for part two of the three workshop sessions Breanne Rothstein is leading for the Board.  
7 The managers agreed to the suggestion.

8 Breanne Rothstein of Thrive Consulting introduced herself and described her 20-year  
9 experience with local and state government and leading training and leadership development  
10 and strategic and organizational planning with Boards, particularly regarding policy  
11 programs, systems change, and development.

12 Ms. Rothstein shared the presentation, “Riley Purgatory Bluff Creek Watershed District –  
13 Board Convening, October 17, 2024.” Ms. Rothstein and reviewed foundational items of the  
14 District such as it is a special unit of government that protects the watersheds of Riley  
15 Creek, Purgatory Creek, and Bluff Creek. She highlighted that the District gets its authority  
16 through the state government. Ms. Rothstein she summarized the District’s organizational  
17 chart.

18 The Board recessed its workshop at 4:36 p.m. and readjourned at 5:00 p.m., and Manager  
19 Tom Duevel was in attendance.

20 Ms. Rothstein summarized District roles and responsibilities. President Pedersen captured a  
21 list of items and issues managers raised and need further discussion.

22 Ms. Rothstein raised the topic of the cadence of a Board business meeting and items of  
23 business covered in a Board meeting. She made the distinction between a Board workshop  
24 and business meeting, their different purposes and different structures for accomplishing  
25 their purposes. She reviewed the application of Robert’s Rules of Order to Board business  
26 meetings.

27 Ms. Rothstein said next steps include a survey she will send to the managers before the  
28 Board’s November 6<sup>th</sup> meeting. She said the survey is pre-work about the District’s mission,  
29 vision and values. Ms. Rothstein said this pre-work will help the Board evaluate goals and  
30 will form the foundational work for the Board for its 10-Year Plan process and will set the  
31 Board up to be a highly functional Board through the plan update.

32 The workshop ended at 6:24 p.m.

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Respectfully submitted,

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Tom Duevel, Secretary