

Agenda, February 9, 2006

We are having a meeting next Thursday evening, February 9 to plan for development of a

comprehensive, watershed-wide organization for the Kalamazoo River Watershed. The meeting

will begin at 7:00 pm, at the Kalamazoo County General Office building at the Fairgrounds,

2900 Lake Street in Kalamazoo (please see attached map).

As you know, discussions have been going on within the Kalamazoo River Watershed about the

need to organize river protection and enhancement efforts on a watershed basis. There seems

to be general agreement that a comprehensive, watershed-wide "umbrella" organization should

be developed and staffed. This idea was strongly supported at last fall's Watershed Public

Forum in Battle Creek. A few of us have broken down the necessary tasks over the next few

months into the five following areas:

Work Group # 1 - Vision, goals and objectives

· What will this new organization be, what will it do, who will do it, and how will

it be done?

Work Group # 2 - Constitution and bylaws, and file as a Michigan corporation and 501c3

non-profit

- Investigate filing processes and assemble forms
- Develop constitution and bylaws
- Complete filing documents and submit

Work Group # 3 - Membership and dues structure, including partnership agreements

- Identify categories of membership, eg.
 - o Non-governmental organizations (NGO's)
 - o Corporate
 - o Business and industry

- o Government
- o Educational
- o Individual
- o Donors and sponsors
- Develop dues structure for each membership category
- Draft partnership agreement
- Identify critical partners
- Seek approval of identified partners

Work Group # 4 - Initial budget, transitional staffing and fundraising

· Develop a budget for the transitional period of 6 months – one year, to cover:

- o Transitional staffing
- o Training for Board of Directors
- o Development of strategic, business and communications plans
- o Travel and meetings
- o Office space, equipment, supplies, services and overhead
- Identify possible funding sources and pursue start-up funding
- o Grants
- o Donations
- o Endowment

Work Group # 5 - Long-term, sustainable funding, processes and leadership

· Begin to identify how this organization can become and remain sustainable

The meeting will discuss the proposal and where we are in that process. To make this happen

in a timely fashion, everyone needs to pitch in and get involved in at least one of the work

groups above. Please come prepared to make a personal commitment to this effort. If you

can't make the meeting, but want to get involved in one of the work groups, please drop me a

note, or give me a call. I hope to see you next Thursday night.

Doug

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