****

**Friday, December 18, 2020 Board Meeting Minutes**

**Opening**

* **Welcome and introductions** - Bob Deyle, see participants in Appendix B.
* **Agenda review** - Bob Deyle

**Review approach for draft Wakulla and Sally Ward Spring MFL technical report** - Bob Deyle, Carlos Herd

* The due date for comments is January 22 and there will be a rule workshop where there can be additional comments.
* The governing board meeting will be the 2nd Thursday.
* Individual members are encouraged to submit comments rather than have WSA submit formal comments.
* Bob Deyle and Terry Ryan are planning to send comments. Others are encouraged to do so.
* Email comments to Mfl@nwfwater.com

**Presentation: Why is the Water Dark? Part II** – Bob Deyle

* This is the 2nd of 3 presentations on this 4.5 -year research project.
* McGlynn Laboratories Inc. collected and analyzed the weekly water quality and light data that are the backbone of the study, as well as conducting the dye studies and water quality analyses of karst lakes and sinking streams that are sources of the light-absorbing substances responsible for the dark water conditions in the spring.
* There were 3 main research questions. This presentation focuses on the second question: What are the sources of the light-absorbing substances responsible for the dark water conditions at the spring:: CDOM (Tannins) and Corrected Chlorophyll a, but not turbidity.
* CDOM is the primary cause when the water is very dark.
* CDOM and chlorophyll a are the primary causes when visibility is the best.
* The tannins are mainly from sinking streams in the Apalachicola National Forest, including Lost, Black, Fisher and Jump Creeks. This has been confirmed by dye tests.
* Flow reversals of the Spring Creek springs group affects the flow of dark water from Lost Creek to Wakulla Spring.
* True color (Tannins) at the spring boil is significantly correlated with the flows of Black and Fisher Creeks 10 days prior. These findings are reinforced by a study conducted by FSU researchers at the National High Magnetic Field Lab who analyzed dissolved organic matter (DOM) from the cave test wells and the spring vent.
* True color loadings at the K and AK wells show that more tannins are entering the spring from Lost Creek than from sinking streams to the north
* Highest chlorophyll loadings are at the K well reflecting inputs from the R tunnel which drains areas north northwest of the spring and much less at the D, C and B wells which receive inputs from the northeast.
* The large karst lakes, Iamonia, Lafayette, Munson and Jackson are the primary probable sources of Chlorophyll.
* Dye studies by Dr. McGlynn show travel times from 11 to 35 days from Iamonia, Lafayette, and Jackson. Previous dye studies indicated 22-23 days from Lake Munson via Ames Sink
* Environmental DNA and algae taxonomic analyses completed by researchers at FAMU and FSU identified unique algal taxa from Lakes Munson, Lafayette, and Jackson that also were present at the spring boil.
* Synopsis: CDOM and chlorophyll coming into all caves. CDOM from sinking creeks and chlorophyll coming from sinking lakes.
* Q – Is there a correlation between nutrients and chlorophyll in the lakes? This hasn’t been analyzed as part of this project.
* Q – Thanks for looking at the chlorophyll method detection levels
* Q – There is a group in town highlighting the cyanobacteria in stormwater ponds with Blueprint. They are citing work in other countries and taking political action. Mark Heidecker has met with these groups. State has passed a bill to prohibit giving water bodies a bill of rights. The city has put up signs warning about cyanotoxins in stormwater facilities. We also educate about what people can do to reduce their loading.
* Q – All of the sources talked about today are not the only lakes and sinking streams and they add up to a lot of contribution, including swallets and sinks. Cal will provide the list to Bob.
* Q – We need to work with BMAP folks to revise calculations related to sinking lakes and streams. There are problems with double counting of fertilizer, atmospheric contributions and sediment contributions. Terry Ryan, Doug Barr and Bob Knight are eager to work on this.
* Q – We can’t control sea-level rise, SLR, but we focus on what we can regulate. Public education is needed to change behavior, because government can’t do everything. Removing lake sediments is also needed and will be expensive. This information will help sell this to officials and the public.
* Bob will do part 3 in January.

**Membership dues and website Join/Donate page** - Bob Deyle

* Members need to pay dues by January 8 to vote at the annual general meeting on January 22.
* All current directors who intend to continue to serve and those who have been nominated for new terms must also have paid dues by December 8th.
* Pay dues by using the donate or pay now buttons on the website or pay by mail to the address on the website.

**Nominating Committee report** – Albert Gregory, Howard Kessler, Jim Stevenson,

* Andreas Hagbert, Rob Gelhardt, Brian Katz have agreed to be nominated for directors.
* Bob Deyle agreed to be nominated for Chair, Jim Davis agreed to be nominated as treasurer and WSA needs volunteers for VChair and Secretary.
* Election on January 28. Need to distribute slate to members by January 14.

**Proposed WSA communications guidelines** - Tom Taylor, See Appendix C

* Communications with media can be tricky so be sure they separate Alliance and personal opinions.
* Many of these are just respectful, civil behaviors.
* Don’t undermine the cause of the group even if there is a disagreement.
* This is common sense and we can act right.
* Debbie Lightsey made a motion to adopt the guidelines, seconded by Howard Kesssler and approved with one in opposition.

**Proposal for updating strategic plan** - Tom Taylor

* Tom Taylor proposed updating the Alliance’s strategic plan. The Board agreed that doing so would be worthwhile.
* Suggested next steps:
1. Everyone reviews the draft strategic goals and actions, add comments and suggestions and volunteers to take the lead or support on implementing goals or specific strategic actions.
2. Form a Strategic Planning Team to incorporate input and revise the draft plan for refinement and adoption at the February and/or a future meeting. Debbie Lightsey, Gail Fishman, and Tom Taylor agreed to serve on the Team.
3. Form committees or assign individual responsibilities for implementation.
4. Designate time at future meetings to report on progress and refine specific strategies.
* Jim Davis made a motion to approve taking these steps, seconded by Albert Gregory, which passed unanimously.

**Upcoming meetings and events** – Bob Deyle

* **January 22 annual meeting** - Elections of Directors and Officers; Why is the Water Dark? Part III
* **February 26** – Strategic plan

**Springshed and river update -** Cal Jamison

* Dark water creeks still contributing but lower levels.
* Visibility from 25-37 feet recently.
	+ - Wakulla County Administrator David Edwards called to talk about a a plan to discharge up to 1.5 mgd of treated wastewater effluent on 122 acres of dry land. This will be a Rapid Infiltration Basin, RIB. Sinkholes could form. Edwards saus it is the only land for sale that meets their criteria.
		- Edwards would like to present to the WSA and Wakulla Soil and Water Conservation Board. DEP has given their blessings on this. DEP wants it to percolate fast. It may impact Wakulla Springs and/or Spring Creek. It is near the intersection of Hwy 98 and Spring Creek Highway. The effluent will be similar quality to the Tallahassee wastewater facility. The water currently goes on a spray field westof the Otter Creek treatment plant.
		- There is a lot of growth that they need to service. They want to put the water back in the Wakulla Springs basin.
		- Sea Level Rise and many other factors need to be considered.
		- We may want to have a special meeting on January 8 or 15. The timing of DEP permitting needs to be considered. The BMAP has a level of treatment requirement. We can feed questions to Cal Jamison to send to David Edwards. Cal suggested creating wetlands as done elsewhere in FL, rather than putting it into the aquifer.
		- Tom Taylor made a motion, seconded by Jim Stevenson that WSA send a request to David Edwards and DEP for a meeting and supporting documents. It was passed unanimously. Terry Ryan will talk to Julie Espy at DEP about the project.
* Friends of Wakulla Springs is seeking board members.
* WMD taking people to tour the Revell property that has 5 karst windows north of MLK and Shadeville Roads. Cal Jamison will attend. Contact Carlos Herd at the WMD to request participation.
* Carol Schwarz died recently and Emerald Spring was her spirit place. Cal will send Debbie the directions.
* Bob will circulate Anthony Gaudio’s report from the December Leon County Water Resources Committee meeting on the comprehensive wastewater facilities plan, septic tank replacement plan, fertilizer proposal and other issues.

**Nov minutes** – Tom Taylor

* Jim Davis made a motion to approve the minutes, seconded by Debbie Lightsey, which was approved unanimously.

**Nov financial report**– Jim Davis See Appendix D

* Cal Jamison made a motion to approve the financial report, seconded by Tom Taylor, which was approved unanimously.

**General liability insurance update -** Bob Deyle

* Philadelphia Indemnity asked for additional information before they provide an updated quote for general liability insurance.

Appendix A

**Agenda**

**Friday, December 18, 2020**

**9:00 to 11:30 am, via Zoom**

 **9:00 Opening**

* **Welcome and introductions** - Bob Deyle
* **Agenda review** - Bob Deyle

 **9:15 Presentation: Why is the Water Dark? Part II** – Bob Deyle

**10:15 Membership dues and website Join/Donate page** - Bob Deyle

**10:25 Nominating Committee report** – Albert Gregory, Howard Kessler, Jim Stevenson,

**10:30 Review approach for draft Wakulla and Sally Ward Spring MFL technical report** - Bob Deyle, Carlos Herd

**10:40 Proposed WSA communications guidelines** - Tom Taylor

**11:10 Proposal for updating strategic plan** - Tom Taylor, Bob Deyle

**11:15 What’s new?**

* **Springshed and river update -** Cal Jamison
* **What else?**

**11:20 Upcoming meetings and events** – Bob Deyle

* **January 22 annual meeting** - Elections of Directors and Officers; Why is the Water Dark? Part III
* **February 26** - TBA

**11:40   Board business meeting**

·       **Nov minutes** – Tom Taylor

·       **Nov financial report**– Jim Davis

·       **General liability insurance update -** Bob Deyle

·       **Other business**

Appendix B

**12-18-20 WSA Board Meeting Participants**

**\* indicates those present**

Officers

Robert E. Deyle, Chair \*
Debbie Lightsey Vice-Chair \*
Gail Fishman, Secretary \*
Jim Davis, Treasurer \*

Directors

Albert Gregory \*
Cal Jamison \*
Howard Kessler \*
Terry Ryan \*
Lindsay Stevens \*
Jim A. Stevenson \*
Tom Taylor \*

Guests

Kathleen Coates \*

Scott Dyer\*

Anthony Gaudio \*

Andreas Hagberg \*

Carlos Herd \*

Mark Heidecker\*

D. Neidhart\*

Johnny Richardson\*

Paul Thurman \*

Meredith “Mar” Tanguay \*

Sophie Wacongne \*

**Wakulla Springs Alliance**

**Communications Policies and Procedures**

Last updated: 12-12-20

**Introduction**

Excellent internal and external communications will advance the Wakulla Springs Alliance’s mission, inspire its stakeholders, and increase its impact. The Alliance aspires to engage members, decision makers and the entire community in impactful dialogue, problem solving and action. The Alliance aspires to the highest ethical and professional standards with regard to communications that exhibit transparency, fairness and honesty.

1. **Interpersonal Communications** - Alliance Officers, Directors and Members will build positive relations with each other, public officials and the community and address conflicts and controversies by:
	1. Asking yourself “What is best for me, the Alliance, Wakulla Springs/watershed and the whole community?”
	2. Addressing issues and misunderstandings directly with the person or people involved first.
	3. Listening to others’ hopes, ideas, beliefs, opinions and stories.
	4. Confirming your understanding of the others’ perspectives with them, before expressing your own perspectives.
	5. Speaking respectfully, compassionately, and empathetically.
	6. Affirming others’ rights to their opinions, values, and beliefs.
	7. Clarifying and honoring confidences.
	8. Committing to work together to shape shared understandings and solutions.
	9. Seeking assistance of experts and neutral facilitators to help resolve differences and seek consensus.
	10. Honoring the decisions of the Alliance Board and Members; seeking to revisit prior decisions only when new substantive information arises.
	11. Being open to self-evaluation, criticism and change.
2. **WSA Meeting Communications** – The meeting chairs and participants share responsibilities for thoughtful discussions, problem solving and consensus seeking.
	1. Share in shaping and keeping to the agenda
	2. Listen actively and respectfully. Ask questions and verify assumptions.
	3. Acknowledge others’ perspectives, feelings and underlying values or desires – confirm that you understand them correctly before seeking agreement.
	4. Participate fully – success depends on hearing all individual voices.
	5. Speak from your own experience; use "I" instead of "they," "we," and "you".
	6. Do not be afraid to respectfully challenge one another by asking questions -- focus on ideas and refrain from personal attacks.
	7. Be conscious of body language and nonverbal responses -- they can be as disrespectful as words.
	8. Be focused and concise - balance participation.
	9. Incorporate all parties’ interests into a shared statement that addresses everyone’s concerns about an issue before the Board.
	10. Identify initial solutions and generate new options.
	11. Seek agreements that optimize all interests and minimize negative impacts. Test for acceptability of all options using this Scale: 3 = Great, 2 = Concerned but can live with it and 1 = Opposed. Clarify concerns, refine options and test acceptability until all agree on the best approach.
	12. Make sure the written record of the meeting is accurate
3. **Website and Facebook Communications**
	1. The Alliance Board will designate one or more individuals to create, maintain and manage content on the Alliance website and Facebook page.
	2. The Alliance will not publish content that would constitute discrimination or harassment of any kind, defamation or threats, profanity or similarly inappropriate language, or content that violates copyright and trademark law, promotes illegal activity, or commercial sales.
	3. The Alliance will adhere to laws regarding spam, copyrights and trademarks. Use of photos from the internet without consent from the photographer and/or proper attribution could be an infringement on copyrighted material.
	4. The Alliance will honor donor requests for privacy and anonymity. The IRS requires the names and addresses of donors even if they elect to be publicly anonymous. IRS Form 990 Schedule B is not a public record, only the tax preparer and IRS are given the information.
4. **In-Person, Email and Social Media Communications**
	1. Per the Alliance’s Bylaws, official Alliance position statements, letters and actions must be approved by the Board of Directors. The Board may delegate authority to draft and deliver messages to the Executive Committee, ad hoc committees or individuals with clear guidance on the purpose and content. Alliance Officers, Directors, and Members may use these approved messages in communications with others but shall make it clear that any explanations, elaborations or other messages that go beyond those approved messages are their personal opinions and not those of the Alliance, including in meetings, phone calls, email exchanges and responses to media inquiries.
	2. The Alliance will only send electronic communications and updates to people who have acquiesced to being included on an email list and will provide them with a way to unsubscribe from future communications.
	3. The Alliance will send electronic communications that include the organization’s name and contact information, valid “From” information and clear subject lines.
	4. The Alliance will provide the public with methods for providing input that are clear and easy to access (e.g., meetings, email, web form). The Alliance will promptly and respectfully respond to comments, suggestions and grievances from stakeholders.
	5. Alliance Officers, Directors and Members will treat e-mail and social media as means for civil, public discourse.
5. **Administrative Communications**
	1. The Alliance will make the following information publicly available upon request: applicable IRS Form 990 for three most recent years (Schedule B notwithstanding); IRS Form 1023; application for exemption; any documents submitted with the application; any letters or documents issued by the IRS with respect to the application.
	2. The Alliance will make available upon request all records required for retention under Florida Law (§§ 496.481 and 617.1701 Florida Statutes), such as meeting minutes, financial records, member lists, and incorporation documents.

**Appendix D**

