

Long Creek Watershed Management District  
February 26, 2010 - 9:00 a.m. – 12:00 p.m.  
South Portland Community Center (21 Nelson Road)  
Draft Agenda

1. Receive and accept Consent Resolution of the Incorporators
2. Elect Officers (Pro Tem, since Annual meeting is scheduled for May)
3. Adopt Participating Landowner Agreement
4. Approve administrative services agreement
5. Approve signing of proposed legal services engagement letter
6. Direct legal counsel to submit Form SS-4 to obtain Employer Identification Number
7. Sign bank cards and other banking contracts (Treasurer should be on signature card, and at least one other officer)
8. Direct accountant and legal counsel to prepare Application for Recognition of Exemption (non-profit status) Under Section 501(c)(3) of the federal Internal Revenue Code
9. Next meeting

Additional items for Board consideration:

1. Review Audit RFP – authorize signer
2. Approve Financial Policies/Procedures document
3. Approve Cost Allocation plan (Attach to above)
4. Obtain Director's Insurance for the Board of Directors
5. Determine Fixed Asset threshold – fixed purchases in excess of \$ will be capitalized and depreciated