

Director Powers and Responsibilities

Oregon Department of Agriculture
Soil and Water Conservation District Program
503-986-4700

<https://oda.direct/SWCD>

Overview

“District Director” is the title given to individuals who have been elected or appointed to serve on a conservation district board. Oregon conservation districts are political subdivisions of state government but are not state agencies. Conservation districts are considered municipal corporations, a form of local government that is required to follow many of the same laws that govern state agencies. Conservation districts are also essential partners with the Oregon Department of Agriculture and private landowners in implementing the Agricultural Water Quality Management Program.

Key Points

Powers of the Board

- Dillon’s Rule: A local government may only exercise powers that are expressly provided for by law or are necessarily implied.
- Individual board members do not have individual powers and authorities.
- Individual board members may be given authority or power to act on behalf of the board. Power is granted through board action and must be recorded in the minutes.

Responsibilities of the Board

- Fiduciary
- Approval and tracking of budgets
- Require and understand sufficient financial reports
- Oversight
- Performance review of manager/staff
- Approval and monitoring of annual work plan
- Develop, approve, and monitor strategic plan
- Represent Interests of Constituents
- Come to meetings prepared, informed, and on time
- Stay abreast of local conservation issues
- Promote the district’s work to local landowners, local and state agencies, legislators, and other organizations.

Five Basic Legal Requirements in ORS 568

- Long Range Business Plan
- Annual Work Plan
- Annual Report
- Annual Financial Report
- Annual Meeting and Notice

Resources

SWCD Program Contacts:

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<https://oda.direct/SWCD>

Publication: *Oregon Soil and Water Conservation District Guidebook*

<https://oda.direct/SWCDGuidebook>

Applicable Laws and Rules

Governing Statutes
Oregon Revised Statutes (ORS)
Chapter 568

ORS Chapter 568 can be found at:
<https://oda.fyi/ORS568>

Additional applicable laws and rules can be found at:
<https://oda.direct/NRLaws>

Board Officer Positions

- Chair (required by law)
- Vice-Chair
- Secretary (required by law)
- Treasurer