



FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX

November 23, 2020 Board Meeting Minutes

The meeting was held via Zoom.

Present: Bonnie Anderson, Dawn Carovano, Cheryl Hart, Tom Hartz, Phyllis Millan, Michelle Miller, Sharon Miller, Louie Olivares, Keith Palevsky, Tom Stibolt, Willem Stoeller, Irene Vlach.

Excused: Alan Christensen

Absent: Keith Mays

Staff: Larry Klimek, Chelsea McKinney

Guest: Laura Nappi

I. Quorum

We have a quorum (8 directors required).

II. Call to Order (6:30)

III. Welcome, Roll Call and Introduction

IV. Approval of Agenda

V. Approval of last meeting's minutes

Motion to approve the minutes:

1. Irene
2. Louie

Passed.

VI. Committee Reports Consent Agenda

A. Financial Reports
Reports were submitted electronically.

B. Restoration Report
Report was submitted electronically.

C. Photo Society Report
Report was submitted electronically.

- D. Governance Report
Report was submitted electronically.
- E. IT Report
No report.
- F. Membership Committee Report
No report.
- G. Store report – see reports
- H. Advocacy Report – See reports
- I. Tualatin River Bird Festival Report
Report was submitted electronically.
- J. Any additions/supplements to reports.

Willem provided a detailed report on how the Photo Society evolved. He pointed out that the Photo Society underwent a transition when it lost its leadership two years ago. Willem took over as liaison of the Photo Society at that time. Under Willem’s leadership the Society started to offer monthly events related to nature photography, open to all FOR members, as well as to the community. Currently these events are held virtually and are attracting a sizeable audience. They are publicized on our website and Bonnie sends an invitation email to our contact list. The Society’s charter is outdated.

Larry stated that while there is no issue with conducting these events virtually, before we hold again in-person events on the Refuge, we will have to revisit the structure of the Society. We might have to change the name of the Society to reflect its new purpose.

Motion to approve the Consent Agenda and the Reports:

- 1. Tom S.
- 2. Keith

Passed, with 2 abstentions.

VII. Programs: Guest Speaker Chelsea McKinney, USFWS

- a. Overview of current and upcoming Friends renewal Agreement

Our current Agreement expires in March and we will have to sign the current USFWS template Agreement, as the new Agreement that is being drafted is not yet available to the public. The new Agreement will reflect the policy changes made in response to the OIG audit report. While 5 years ago we were allowed to amend the template this time we will have to sign the template Agreement as is.

The changes we had made to the current Agreement consisted of the omission of two clauses, one pertaining to lobbying, and the other one to the disposition of assets in case of the dissolution of the Friends organization. Chelsea clarified the meaning of these clauses and offered to send clarifying language to the intent of the above clauses before the January Board

meeting to be appended to the Agreement. Chelsea needs us to submit the signed Agreement by early February to allow time to review it before the current Agreement expires. The newly signed Agreement will be a 5 year contract between the Friends and USFWS. The Friends may ask for amendments to the Agreement at the time of the annual reviews of the Agreement.

b. Reply to submitted Friends Questions

Re difficulty to provide an accurate and detailed fundraising plan for 5 years: the plan doesn't have to be very specific with respect to either activity or amounts to be raised. While we should not attempt to provide details, it nevertheless would be preferable to provide a comprehensive list of activities as there are not negative consequences to not carrying out all planned fundraisers. Chelsea would make the required amendments to the Agreement during the term of the Agreement if we were to propose a new fundraising activity.

c. Open Q&A and discussion

There were no questions in addition to those we had submitted in writing prior to the meeting.

d. Next Steps

Chelsea will remain available to help us prepare for the signing of the next Agreement. She will provide us with the clarifying language by December 14 to allow us to discuss it during the next Governance Committee meeting. We would like Chelsea to join us at our February Board meeting to discuss the Service's expectations for the Friends' fundraising goals.

VIII. Reports

a. President

Michelle shared her view on her role as President of the Friends.

b. Project Leader

Larry reported on the Covid situation and on Wapato Lake NWR. The board was especially interested in the waterfowl hunt and asked many questions.

At the January meeting we will have a discussion of the annual work plan. Todd will also join the January meeting to discuss Visitor Services.

c. Refuge Staff/Visitor Services

No other Refuge Staff attended the meeting

d. Friends Staff – Bonnie: Grant and Staff update

Carly's position is secured to the end of the Fiscal Year, with funding originally dedicated to Natalie's position. Carly's will work as the new restoration specialist.

Grants:

- We have received the check from the Washington County Visitors Association;
- Bonnie is working on the final report of the 5 year award Agreement (Urban Refuge funding);
- Bonnie has to complete additional documentation for the extension of the Intel grant into 2021;
- Ducks Unlimited needs a matching grant for their work on Chicken Creek – and our Willamette Water Supply grant might qualify for that match;
- Bonnie is looking for additional funding for planting at Wapato Lake NWR. Murdock Foundation might be an option

Keith offered to brainstorm with Bonnie to identify companies that might be approached for grants.

e. Store – Online Sales Update: Sharon

The store committee expanded the online sale systems and is planning to aggressively publicize the items for sale. Carly is developing a flyer about the online sales to be posted on our website, on social media and featured in our newsletter. USFWS authorized curbside pick-up at the Refuge. Pick up will be on Saturdays, or by appointment. Shipping is also an option but costly. FOR is partnering with the Good Neighbor Center in Tigard. Gifts for homeless families at the Center can be purchased at the store and they will be delivered around Dec. 15. The December 3 Art Walk in Sherwood is canceled due to Covid restrictions.

f. Advocacy – Federal Registry Talking Points: Cheryl

Cheryl will send us a template for comments on the Federal Register announcement. She is asking that we share the template as extensively as possible. The deadline for submitting comments is January 8.

IX. Old Business

a. Action Items from last meeting:

- Send current Agreement to all Board members – Bonnie: Done
- Compare current and new Agreement – Michelle/Louie: Done
- Authorization for curbside pick-up – Larry: Done
- Bank documents need to be signed and updated – Bonnie/Willem/Michelle/Alan/Louie/Cheryl: in progress
- Community Asset Funds for Greenway ES – Bonnie: she is working on it with the coordinator of the Urban program. Greenway's students come mainly from underserved families and working with the school would help meet the goal of both the Refuge and of the Urban program to reach out to underrepresented communities.

X. New Business

- a. Update on Wapato Lake visit – Irene

The visit is on hold because of the new Covid restrictions. Larry suggested we do the visit in the late spring, or perhaps before, with the group split into 2 tours. The visit will have to go through the formal approval process of USFWS.

XI. Announcements

No announcements.

XII. Adjourn (8: 35pm)

Motion to adjourn:

1. Tom Stibolt
2. Phyllis

Passed.