



FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX

April 26, 2021 Board Meeting Minutes

The meeting was held via Zoom.

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

Staff: Larry Klimek, Eva Kristofik, Todd McKinney

I. Quorum

We have a quorum (8 directors required).

II. Excused Absences

Keith Mays, Keith Palevsky, Tom Stibolt.

III. Call to Order (6:30pm)

IV. Welcome, Roll Call and Introduction

V. Approval of Agenda

VI. Approval of last meeting's minutes

Motion to approve the minutes:

1. Phyllis
2. Willem

Passed.

VII. Committee Reports Consent Agenda

A. Financial Reports
Reports were submitted electronically.

B. Finance Committee
N/A

C. Restoration Report
Report was submitted electronically.

D. Photo Society Report
Report was submitted electronically.

E. Governance Report
Committee did not meet.

F. IT Report
Report was submitted electronically.

G. Membership Committee Report
Draft Charter and meeting report were submitted electronically.

H. Store/Visitor Services report
Report was submitted electronically.

I. Visitor Services Report
Report was submitted electronically.

J. Advocacy Report
Cheryl shared her written testimony to the US House of Representatives Appropriations Subcommittee on Interior, Environment, and related agencies concerning Fiscal Year 2022 appropriation for the USFWS.

K. Tualatin River Bird Festival Report
Report was submitted electronically.

L. Community Asset Funds
Report was submitted electronically.

M. Any additions/supplements to reports.

Motion to approve the Consent Agenda and the Reports:

1. Willem
2. Louie

Passed.

VIII. Programs: Guest Speakers: Todd McKinney: Update on Visitor Services and Volunteer Programing.

The Visitor Services and Volunteer Programing staff are:

- Eva Kristofik: Acting Manager for the Complex
- Todd McKinney: Lead Visitor Services Park Ranger for the Complex
- Natalie Balkam: Visitor Services Park Ranger
- Sterling Ash: Refuge Administrative Assistant

Todd clarified the confusion regarding which entity volunteers are working for: if volunteers are engaged in an activity that USFWS staff are allowed to do, then they are USFWS volunteers. If volunteers are engaged in activities that USFWS staff are not allowed to carry out (working in the store, advocating/lobbying, for example) they are Friends volunteers. It is also important to remember that not all Friends members are volunteers, and not all volunteers are Friends members, though that's the ultimate goal.

Training of new board members should include the distinction between USFWS volunteers and FOR volunteers.

IX. Reports

a. President:

- The Friends Partnership Agreement was signed as scheduled.
- Michelle started DEI training through The Intertwine.
- Much work of the Governance committee is currently done in subcommittees and there will not be a full Governance committee meeting in May.

b. Project Leader – Larry Klimek

- Larry led the first of 2 field trips to Wapato Lake for Board members on April 12. The second field trip is scheduled for May 8. Meet rain or shine at 1pm in the parking lot, across from the grocery store (104 Onion Lake, Gaston). The walk is about 2 miles and will take between 1-2 hours.
- BirdFest will include a program at Wapato.
- The eagle nest at Atfalati (across the river from the overlook) fell during the last wind storm, generating many concerned calls from visitors. Larry doesn't know whether the eaglets had already hatched. The eagles remained in the area but it is doubtful they will breed again this year.
- Larry is working on reopening the VC which will happen when USFWS staff will return to work in the office. The timing of the reopening will also depend on volunteer availability.
- Larry asked us to help promote BirdFest.

c. Store Report on new POS system Clover - Sharon

Store volunteers are currently transferring the inventory to the new system. Sharon will update the pink binder. The internet is now working smoothly.

d. Virtual TRBF – Bonnie and Todd

Bonnie encouraged us to look at the BirdFest website and to watch the Condor Shadow movie. She recommended we attend as many events as possible and promote the program on social media. Board members are encouraged to become Emerald sponsors. Donations can be made on our website.

X. Old Business

a. Action Items from previous meetings:

- Michelle offered to reach out to Natalie about the status of the volunteer program interviews.
- Status of FLAP grant request – did anybody talk to Keith Mays? Michelle will do so.
- Update on King City Planning.
- Status of Photo Society: will be dealt with at the end of the pandemic, at the July meeting.

b. Membership Committee Charter and Constant Contact vote – Phyllis

Motion to accept the charter as written with option to modify the clause on meeting frequency in the future:

1. Tom H.
2. Alan

Passed

Starting in July, we will be using Constant Contact for the newsletter. The new format will be more flexible, easier to use, with comparable costs. Board members are invited to submit ideas for content.

We discussed not having the Annual Meeting on the same day as the grand opening at Wapato Lake. At this point we are not sure when the grand opening will take place, but it seems that it will not be on September 25.

c. Committee breakdown – Michelle: Fundraising, Outreach, Marketing, Development and others

The board did some brainstorming on fundraising, outreach, marketing and development, and their interconnectedness. Phyllis volunteered to lead the discussion.

d. Any other old business

XI. New Business

a. Planning of first in person get together meeting – Alan & Willem

If the Covid situation allows to do so safely, we will meet in person for the July board meeting. We will start with social time at 6pm, followed by the meeting at 7pm.

b. Upcoming DEI training and Conversations – Bonnie

Bonnie recommended that we respond as quickly as possible to an email some of us should be receiving from Derron Cole. The training should start in the summer
DEI Conversation: May 26, noon to 1pm.

c. Any other New Business

XII. Announcements

XIII. Adjourn (8:25pm)

Motion to adjourn:

1. Bonnie
2. Phyllis

Passed.

XIV. Closed Executive Session – Debrief Urban Presentation