



FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX

October 26, 2021 Board Meeting Minutes

The meeting was held via Zoom.

Present: Bonnie Anderson, Dawn Carovano, Alan Christensen, Michael Dunlap, Tom Hartz, Phyllis Millan, Michelle Miller, Sharon Miller, Keith Palevsky, Tom Stibolt, Willem Stoeller, Irene Vlach.

Staff: Rebecca Chuck, Curt Mycut, Eva Kristofik.

I. Quorum

We have a quorum (8 directors required).

II. Excused Absences: No excused absence.

Unexcused: Cheryl Hart, Keith Mays.

III. Call to Order (6:39pm)

IV. Welcome, Roll Call and Introduction

Guest: Michael Boreing

V. Approval of Agenda

VI. Approval of last meeting's minutes

Motion to approve the minutes:

1. Keith
2. Tom S.

Passed.

VII. Committee Reports Consent Agenda

Standing Committee Reports:

- A. Financial Reports
Reports were submitted electronically.

B. Finance Committee Report
Report was submitted electronically.

C. Restoration Report
Report was submitted electronically.

D. Photo Society Report
No report.

E. Governance Report
Report was submitted electronically.

F. IT Report
Report was submitted electronically.

G. Membership Committee Report
Report was submitted electronically.

H. Store Manager Report
Report was submitted electronically.

Reports from Refuge:

I. Visitor Services Report
Report was submitted electronically.

J. Advocacy Report
No report.

K. Tualatin River Bird Festival Report
No report.

Additional Reports:

L. Nominating Committee
Report was submitted electronically.

M. Community Asset Funds
Report was submitted electronically

N. Friends of Refuge/OCC Art Contest
Report was submitted electronically.

Motion to approve the Consent Agenda and the Reports:

1. Alan
 2. Tom S.
- Passed.

VIII. Reports

a. President – Welcome to Michael Dunlap

Michael will be trained by Willem and Keith to become the next treasurer.

b. Refuge Updates: In-coming Project Leader Rebecca Chuck and Deputy Refuge Project Leader Eva Kristofik:

- Rebecca's first day working on our Refuge was yesterday.
- The public access package for Wapato Lake NWR was signed but it has to go through additional review within the planning branch of the Service.
- At this time there are no plans to open the VS. Staff is now required to report their vaccination status. Volunteers and contractors might be asked to do so as well in the future.
- Rebecca will lay out her vision for our partnership at the November meeting.

c. Refuge Staff introductions and Update: Curt Mycut

The Chicken creek restoration project was conceptualized in 2013, and now, in its 3rd phase, we are one month from completing it with the installation of the bridges on November 8 and 9. Planting will be done in the riparian area and in the flood plain and visitors will be able to enjoy it all in the spring. Clean Water Services will be monitoring the project over the long-term, under a 20-year agreement with the Service.

d. Board Governance Training – Board Only Tab and Webinar: Bonnie

Please upload reports by the Friday night before an upcoming board meeting. Post comments about the reports in the Comments file by Monday night and check the comments on Tuesday.

Bonnie is working on an online "Green Book" – let her know if anything is missing.

Bonnie will help standardizing the names of the uploaded reports so they are easier to find.

IX. Old Business

a. Action Items from previous meetings:

Items that were not dealt with electronically:

- Set up of a fundraising, marketing and outreach committee. Michelle volunteered to contact members who expressed interest in this field. Outstanding.
- Are we asking members to again indicate their interests in volunteering when they renew their membership? Phyllis and Dawn are currently reviewing the forms.
- Alan volunteered to revisit Chad Brown's proposal. Alan will follow up with Chad to find out more about the cost of his program and the required capacity.

- Sherwood representation on the board
- DEI training with Derron Cole.
- Discuss future of photo society

b. Any other old business

X. New Business

a. Review and vote on Position Description for a FTRNWRC Executive Director

USFWS staff recused themselves from the conversation.

A number of board members felt that the decision to go forward with the establishing of the position of Executive Director lacked transparency and it was decided to push this vote back to a subsequent meeting. The draft contract needs additional work. The ED (Bonnie) would no longer be doing a number of her usual tasks, including coordinating Bird Fest. She will provide a list of tasks she would no longer be responsible for. The board will have to figure out who will pick up these tasks.

If Bonnie becomes the organization's ED, she will have to resign from the board, as she will be working for the board.

We will further discuss the ED job description in a closed session during the next board meeting. Bonnie will have to recuse herself for a portion of this discussion.

b. Nomination of Officers to serve on the Executive Board. Slate:

The members of the nominating committee were Michelle, Phyllis and Tom H. After extensive interviews they recommended the following board members for the slate of officers:

- President: Tom Stibolt
- Vice-President: Cheryl Hart
- Parliamentarian: Sharon Miller
- Treasurer: Willem Stoeller
- Secretary: Irene Vlach

Willem hopes that Michael will be able to replace him as treasurer during the course of the year. Willem wants to focus his energy on the Governance Committee.

Motion to accept the slate as presented:

1. Willem
2. Phyllis

Passed.

c. Any other New Business

We are expecting a decision on the Tonquin Quarry to be made in the near future. We need to write a letter in opposition of its approval, or sign on to a letter written by another organization to be on record as having opposed the decision. Let Bonnie know if you are interested in visiting the Refuge unit adjacent to the proposed quarry. Eva would be happy to lead a tour.

Motion to go on record to oppose the Tonquin Quarry:

1. Tom H.
2. Tom S.

Passed.

Bonnie will work on this issue with Tom S.

XI. Announcements

XI. Adjourn (8:37)

Motion to adjourn and move to an executive session.

1. Keith
2. Dawn

Passed.