



FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX

July 26, 2022 Board Meeting Minutes

The meeting was held via Zoom.

Present: Michael Boering, Dawn Carovano, Alan Christensen, Cheryl Hart, Tom Hartz, Phyllis Millan, Sharon Miller, Tom Stibolt, Willem Stoeller

Staff: Bonnie Anderson, Eva Kristofik

Guests: Jane Vankuren (Sherwood Rotary), Claire Cao (Jesuit HS and OCC)

I. Quorum

We have a quorum (6 directors required).

II. Excused Absences: Keith Mays, Irene Vlach

III. Call to Order (6:30)

IV. Welcome and Introductions

V. Kudos

VI. Approval of Agenda

VI. Consent Agenda

1. Standing Committee Reports
 - Planning/Retreat Follow-up
 - Financial Reports
 - Governance Committee
 - Membership Committee
 - Store Report
 - Grant tracker
2. Executive Director Report
3. Minutes of 6-28-22 Meeting and 6-28-22 Executive Session

Motion to approve the Consent Agenda and the Reports:

1. Willem.

2. Tom S.

Passed.

VIII. Reports

a. President – Cheryl Hart

Impressed by the amount of activity and the work that is getting accomplished by the Board.

b. Executive Director – Bonnie Anderson

See written report. In addition, Bonnie will be attending a 10-month course at Portland State University on Fundraising for Non-profits, starting this fall.

c. Deputy Refuge Project Leader Eva Kristofik: Refuge Updates

- The new Administrative Officer has been hired and will start August 15.
- While Washington County is at medium risk for Covid (per CDC) Visitor Center will be open weekends only. Masks are recommended but not mandatory for visitors. Information is changing frequently.
- Portion of the trail that flooded in May will get gravel added to help prevent flooding in the future.

d. Refuge Staff: N/A

IX. Old Business

a. Action Items from last meeting update:

- Pillars identified during retreat need fleshing out -- done

- Proposed bylaws changes – done.

- Draft budget for FY22-23 – in process

- Tom H. will discuss the Photography Project with the Visitor Services team: Tom did have an initial conversation but needs an update on the Annual Work Plan for FY 2021-2022 to see what resources are available.

b. Board Retreat recap – Cheryl

The Retreat Committee met to flesh out and better define the five Pillars. Each committee needs to review its charter to make sure the committee's work relates to the Pillars. The revised charters should be submitted for approval at the August meeting.

- b. Any other old business

N/A

XI. New Business

- a. Bylaw review - Willem

A “final” version of the revised bylaws, incorporating suggested changes, was sent to members for review prior to the meeting. No additional changes were discussed.

Motion to approve referring the bylaws to the Friends’ membership for approval at the Annual Meeting in September. (Willem moved, Tom H. seconded)

Motion passed. (Willem abstained.)

Proposed bylaws will be sent to the membership at least 30 days prior to the Annual Meeting. It was suggested that information be provided to members about the reasons for the changes and that the list of proposed new policies be available as well. Alan and Willem will work on a “preamble” to the bylaws that will explain the rationale for many of the changes.

- b. Budget Review – Dawn

Dawn is continuing to work on the budget for the next fiscal year. Current projected income is not sufficient to meet all of our operational expenses. There are funds in a reserve account which can be used, if necessary, but it would be preferable to have additional income so that would not be needed. Ideas for additional revenue are needed.

- c. Sherwood Rotary Grant

Jane Vankuren announced that Sherwood Rotary hopes to make some grants available for community projects that fit Rotary’s mission. She offered to work with Bonnie to submit a proposal by the August 15 deadline.

- d. Any other New Business

N/A

XI. Announcements

-Abbey Rhodes, project engineer at Clean Water Services, will lead a walk and review of Chicken Creek on August 4 at 9:00 am. Board members and guests are invited.

-Friends have been invited to have a table at the Chinese Festival at Pioneer Square in downtown Portland on August 6. Additional volunteers are needed.

-Volunteers are also needed for our table (with FWS) at Wapato Showdown in Gaston on August 20.

XII. Adjourn_(7:30)

Motion to adjourn (Tom S.)