



FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX

March 22, 2022 Board Meeting Minutes

The meeting was held via Zoom.

Present: Bonnie Anderson, Michael Boering, Dawn Carovano, Alan Christensen, Cheryl Hart, Tom Hartz, Phyllis Millan, Sharon Miller, Tom Stibolt, Willem Stoller, Irene Vlach.

Staff: Rebecca Chuck, Eva Kristofik, Todd McKinney.

I. Quorum

We have a quorum (7 directors required).

II. Excused Absences: Keith Mays

III. Call to Order (6:30)

IV. Welcome, Roll Call and Introduction

V. Approval of Agenda

VI. Consent Agenda

1. Standing Committee Reports

- Advocacy Committee:
 - Committee Report
 - Written Testimony to the U.S. House of Representatives Appropriations Subcommittee on Interior, Environment, and Related Agencies Concerning FY 2022 Appropriations for the U. S. Fish and Wildlife Service.
- Governance Committee
- Financial Reports
 - February 2022 Budget vs Actuals
 - February 2022 Current Grantors
 - February 2022 Financial Summary
 - February 2022 Statement of Activity
 - February 2022 Statement of Financial Position
 - Statement of Activity with Donor Restrictions
 - Statement of Activity without Donor Restrictions

- Membership Committee
 - Store Committee
2. Minutes of 2-22-2022 Meeting
 3. Reports from the Refuge
 - Restoration
 - Visitor Services
 4. Additional Reports:
 - Retreat Planning Committee
 - Tonquin Quarry Update

Motion to approve the Consent Agenda and the Reports:

1. Willem
 2. Alan
- Passed.

VII. Reports

a. President – Cheryl Hart

Cheryl reported on the visit to TRNWR by Martha Williams, Director of USF&WS, on Friday March 18. The members of the Board had been invited to meet with her.

b. Project Leader Rebecca Chuck and/or Deputy Refuge Project Leader Eva Kristofik: Refuge Updates

Rebecca discussed the Harassment-free Workplace Policy (posted in the Board-only section of the website). Management has the duty to investigate any report of harassment. The Cooperative Agreement between the Service and the Friends requires us to follow the policy. Report instances of harassment either to Eva or to Rebecca. The policy applies to interactions between volunteers, between staff, as well as between volunteers and Friends staff or Refuge staff.

Conversations are starting about prairie restoration working with indigenous communities. The goal of the restoration would be both to recover endangered species, and to connect with indigenous communities

c. Refuge Staff Report: Todd McKinney – Visitor Services Annual Work Plan

The Annual Work plan is focusing on taking a very intentional approach to building relationships with new communities in order to meet goals of diversity, equity and inclusion. Some of the planned activities are:

- TREE: Greenway ES – ongoing
- Planning for working with an additional school the following year
- Birdfest
- Self-guided on-site EE program, possibly with volunteer help on some days
- Interpretive programming throughout the year
- Volunteer communication/appreciation
- Community Science program
- Intentional relationship building with affinity groups, feedback and listening
- Play area (2024)
- Coordinating the opening of Wapato Lake
- New maps for the post restoration new trail system.

VIII. Old Business

- a. Action Items from last meeting update: Irene

No outstanding action items.

- b. All Board Retreat (4/23/22) Discussion: Bonnie/Michael

Tom S. invited us to hold the retreat at his house. The retreat will not have a facilitator and all need to commit to stay on topic. All will have to help with set-up. Parking will be limited and carpooling is encouraged.

- c. Update on Tonquin Quarry: Alan

See submitted written report.

- d. Any other old business

n/a

IX. New Business

- a. Election of Treasurer

Motion to elect Dawn Carovano as temporary Treasurer:

1. Willem
2. Phyllis

The motion passed. Dawn recused herself.

b. May 1st plans

The store will have a soft opening in late April and Covid allowing, open officially on April 30. The store will also be open on May 1, which is the day when the seasonal trail will open to public. There will be a celebration and “thank you” event with the Oregon Chinese Coalition (OCC), which will offer several activities on the plaza. Friends members will get 20% off at the store. The membership committee will have a table with membership info. OCC took the lead for the event. May will be Asian Heritage month.

c. Reopening of Visitor Center

Notices went out today to store volunteers to gauge their interest in returning. Training sessions will be held on April 8 and 9.

Information on restarting the trail rovers program will be available in the near future. The program will restart when the store reopens. During the first week of May, the store will be open just for 1 shift, moving to two shifts the following week.

d. Recommendations on potential board member: Tom H. and Willem

Tom H. and Willem interviewed Mariel Combs and recommended she be appointed as a board member.

Motion to appoint Mariel Combs to the board:

1. Tom S.
2. Tom H.

Passed.

e. Any other New Business

X. Announcements

XI. Adjourn (8:01)

Motion to adjourn: Alan

Executive Session.

Bonnie excused herself from the Executive Session.

Motion to approve the contract negotiated between Bonnie Anderson and representatives of the Board as approved by the Executive Committee and to appoint Bonnie as Executive Director of the Friends of Tualatin River National Wildlife Refuge Complex:

1. Willem
2. Tom S

Discussion:

- If approved by the Board the contract will be effective starting today, for a duration of two years.
- As Executive Director, Bonnie will resign from the board.

Passed.