



## **FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX**

November 22, 2022 Board Meeting Minutes

The meeting was held via Zoom.

**Present:** Michael Boering, Dawn Carovano, Alan Christensen, Cheryl Hart, Tom Hartz, Phyllis Millan, Willem Stoeller, Irene Vlach.

**Staff:** Bonnie Anderson, Eva Kristofik, Todd MCKinney.

**Guests:** Jane Vankuren.

### **I. Quorum**

We have a quorum (6 directors required).

**II. Excused Absences:** Keith Mays, Sharon Miller, Tom Stibolt.

### **III. Call to Order (6:30)**

### **IV. Welcome and Introductions**

### **V. Kudos**

The November 21 Bowling Challenge raised \$1,700.

### **VI. Approval of Agenda**

### **VII. Consent Agenda**

The authors of the documents posted on the Board Only Tab, are reminded to include their name, contact information and the date when the document was created.

1. Standing Committee Reports
  - Advocacy Report
  - Financial Reports
  - IT-Web-Marketing Report
  - Planning (See VIII. d.)
  - Store Report

The Governance Committee did not meet in November and therefore there is no report. The Membership Committee report was not posted in time for the board meeting and will be emailed to the Directors.

2. Draft Minutes of the meeting of 10-25-2022

Motion to approve the Consent Agenda and the Reports:

1. Willem
2. Michael

Passed.

### **VIII. Reports**

a. President – Cheryl Hart

- 2023 will be the year of our 30<sup>th</sup> anniversary as a non-profit in the state of Oregon. We will publicize this anniversary as much as possible throughout the year.
- A new copy of the Friends Partnership Agreement will have to be signed by the end of January. Cheryl will share a draft Agreement for our review.
- As a result of discussions that took place during the last session with Derron Cole, we will have an email conversation about whether the Board should resume meeting in person, and at what time future meetings should take place.

b. Executive Director – Bonnie Anderson

- We set the goal of raising \$5,000 during “Giving Tuesday”, which has already started.
- Bonnie and Friends staff Carly Hirschmann attended a training offered by the National Conservation Training Center.
- A committee needs to be formed to plan the August 4 - 6 Beer Festival.
- We approved \$3,005 for plants that have already been purchased. We were approved for a One Tree Planted grant for \$1,040 to pay for some of the plants. We already had \$420 set aside for plants and therefore we need an additional \$1,545 to pay the balance.
- See Bonnie’s written report.

c. Deputy Project Leader Eva Kristofik: Refuge Updates

- The headquarters parking lot is in the process of being expanded to double its capacity. Next week we will know whether actual work can start in early December. The project will be done stages, between December and May 2023.
- Avian flu: many reports of birds in distress found on refuge property were received

over the past 3 weeks. Testing done by ODF&W confirmed that they have avian influenza. Other refuges also have ill and dying birds. Hopefully the epidemic has already peaked. The public is asked not to touch ill or dead birds.

d. Refuge Staff: Todd McKinney

Visitor Center staffing by volunteers is improving. All shifts are staffed, and more potential volunteers are being interviewed. Rovers for Wapato Lake are being trained.

Last month kicked off the second year of working with Greenway Elementary School.

208 visitors attended Creatures of the Night.

The Visitor Services Team started updating their Work Plan. The highlights are:

- Reactivation of the field trip program in the spring of 2023 (tentative);
- Resume the Tree program at Greenway and launch an additional Tree program in another school in Aug. 2023;
- Resume Puddle Stompers in January – perhaps on weekends, to involve new families;
- Natalie is working on developing a more formal community science program;
- Interpretation at Wapato Lake;
- Continue work with an ad-hoc committee on using the Visitor Center gallery to allow new communities to share their voices;
- Preparation for hunting at Wapato Lake.

In January the Team will recruit volunteers to support the above programs.

e. Long Range Planning: Michael Boreing

Michael already conducted 4 interviews with Board members. Two additional interviews are scheduled. Eventually he will contact all Board members. He plans to share his findings during a mini retreat in January.

## **IX. Old Business**

a. Action Items from last meeting update:

Board members are reminded to sign the Conflict of Interest Forms and to send the page with the signature to Bonnie.

b. Any other old business

Tonquin Quarry: Alan:

Alan gave an update on the status on the Tonquin Quarry issue.

## **X. New Business**

- a. Cancel December meeting?

Motion not to have a December board meeting

1. Tom
2. Alan

Passed.

- b. Address Board Meeting Time Change

Willem will lead an email discussion.

- c. Any other New Business

Dawn is working on the IRS 990 tax form and on Oregon C12 form for the last fiscal year. She will send draft copies of the forms for review and comments. The forms will be emailed and posted on the Board-Only tab.

## **XI. Announcements**

The "Behind the Signs" walk will take place on Dec. 3 in the Rock Creek unit. The yearly Open House will be December 3 and 4. Members get a 20% discount. A Giving Tree will be displayed in the store. Greenway ES and Sherwood Share will be the recipients of the donations.

The Christmas Bird Count will take place on Dec. 17. The Friends will host a meal for the volunteers at the end of the day.

## **XII. Adjourn (7:50)**

Motion to adjourn:

1. Willem
2. Dawn