



FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX

October 25, 2022 Board Meeting Minutes

The meeting was held via Zoom.

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

Staff: Bonnie Anderson, Rebecca Chuck, Curt Mycut

Guests: Karen Strickland (Sherwood Rotary).

I. Quorum

We have a quorum (6 directors required).

II. Excused Absences: Tom Hartz, Keith Mays, Irene Vlach

III. Call to Order (6:30)

IV. Welcome and Introductions

V. Kudos and Mission Moments

VI. Approval of Agenda

VII. Consent Agenda

1. Standing Committee Reports
 - Advocacy
 - Financial Reports
 - Governance Committee
 - Membership Committee
 - Store Report
2. Minutes of 8-23-22 Meeting and Executive Session
3. Executive Director Report

Motion to approve the Consent Agenda and the Reports:

1. Willem

2. Tom S.
Passed.

VIII. Reports

- a. President – Cheryl Hart
- b. Executive Director – Bonnie Anderson

See written report. In addition, Bonnie has been working with Langers in Sherwood on a potential three-day brewfest next August which she hopes would generate at least \$15,000 for the Friends. Langers is also sharing all bowling proceeds with the Friends on November 21.

- c. Refuge Project Rebecca Chuck: Refuge Updates

- The Tonquin Quarry hearing is still on track for November.
- Annual work planning process for staff is starting this week.
- The October 14 thank you for partners at Wapato Lake NWR went well, and she appreciated the funding for refreshments.
- Eva is back from vacation and is planning to be back in the office tomorrow.

- d. Refuge Staff: Curt Mycut

- The prescribed burn to improve wet prairie habitat, planned for last week, did not happen due to poor air quality. It will be rescheduled for next year.
- Beavers have been extremely active in the Chicken Creek restoration area, and their dam building has happened more quickly than anticipated.
- Carly has been leading a lot of restoration work parties with more slated, and significant planting will be happening (21,000 camas bulbs and more!)

IX. Old Business

- a. Action Items from last meeting update:

The

- Follow-up from Alan on Tonquin Quarry and Western Rivers Conservancy, after November.

- b. Board Policies

The following policies have been reviewed by the Governance Committee and are ready to be approved by the full Board:

- Authority of Committees
- Conflict of Interest
- Duties of the Executive Director
- Operating and Cashflow Reserves
- Travel

- Anti-Harassment
- Records Retention
- List of Standing Committees
- Authority of Committees

Motion: to approve the above list of policies.

1. Willem
2. Tom S.

Motion passed.

c. Any other old business

X. New Business

a. ED Funding for Projects

Bonnie requested authority to spend a limited amount of funds without individual Board votes, when commitments need to be made prior to the next Board meeting.

Motion: to authorize the Executive Director to commit up to \$1500 in funding per opportunity, without a Board vote, for items or programs that fit within the Friends' mission.

1. Alan
2. Tom S.

Motion passed.

Follow-up: Alan to write an addendum to the ED Duties policy. (done)

b. Planning

Cheryl announced that she has asked Michael Boreing to take the lead on the planning process.

c. Conflict of Interest Form

Bonnie asked that directors sign the last page of the Conflict of Interest policy and upload it to the Conflict of Interest file on the Board Only page.

d. Donor Thank You Notes

Bonnie asked that each director send thank you notes to two or three donors. The list of donors is posted on the Board Only pages, and directors can indicate which ones they will write. She will supply note cards, addresses and stamps.

e. Election of Officers

Alan presented the slate of candidates, as recommended by the Nominating Committee:

President – Cheryl Hart

Vice President – Willem Stoeller

Secretary – Irene Vlach

Treasurer – Dawn Carovano

Parliamentarian – Sharon Miller

There were no additional nominations from the floor.

The slate of candidates was approved.

f. Any other New Business

XI. Announcements

- Executive Committee meetings are being moved to 4:00 pm on the 3rd Tuesday of the month.
- Rotary Club of Sherwood grant was received for the pollinator garden.
- Clean Water Services provided \$500 for refreshments at the Thank You gathering at Wapato Lake NWR.

XII. Adjourn (7:35)