



FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX

November 28, 2023 Board Meeting Minutes

Respectfully submitted by Tom Hartz
December 5, 2023

Present: Dawn Carovano, Alan Christensen, Cheryl Hart, Phyllis Millan, Willem Stoeller, Tom Stibolt, Izzy Sigrist, Laura Hartt, Tom Hartz.

Staff: Bonnie Anderson, Rebecca Chuck, Todd McKinney, Natalie Balkam, Bella Padgett.

Guests: Eric Holmstrom, Karen and Renee (Sherwood Rotary), Steve Perry.

I. Quorum.

We have a quorum (6 directors required).

II. Excused Absences: Keith Mays

III. Call to Order (2:03pm)

IV. Welcome and Introductions

V. Kudos and Mission Moments

Approval of Agenda

Alan requested that an update about the Speakers Forum be added as an agenda item.

Consent Agenda

The secretary reminded that all documents posted to the Board-only tab should identify the author/poster of the documents and be dated – within the documents themselves.

1. Standing Committee Reports:
 - Financial Reports
 - Membership Report
 - Store Report

- Governance Report
2. Draft Minutes of the meeting of 9-26-23

Motion to approve the Consent Agenda and the Reports:

1. Tom Stibolt
2. Alan Christensen
3. Passed.

Reports

1. President – Cheryl Hart
 - Cheryl requests a volunteer to edit the Friends Monthly Newsletter.
 - The Friends needs a pro-bono CPA to support the submission of financial documents
2. Executive Director – Bonnie Anderson
 - The Friends were granted \$2500 to support the Greenway program.
 - The Sherwood Rotary granted the Friends \$1000 to support education and conservation activities in the community.
 - Larry Klimek, retired TRNWRC Manager, will return as a volunteer to assist in grant-writing and fundraising activities.
3. Refuge Staff – Todd McKinney / Natalie Balkam

Todd and Natalie presented the results of 2023 Volunteer Equity and Safety Audit .

Old Business

Alan reported that the first two Conservation Speaker Events were poorly attended. Alan, Phyllis and Willem will form an ad hoc committee to look into approaches to draw more attendees to these highly educational events.

New Business

1. Bonnie promoted the year-end appeal for donations to the Friends. She asked the Board to write personal thank you notes to key donors. She will circulate names and mail addresses for these donors to the Board, asking for each Board member reach out in gratitude to three donors.
2. Eric Holmstrom was nominated for appointment to the Board by Willem and seconded by Phyllis Millan. His appointment was approved. He will be presented to the Friends Members for approval at the next Friends Annual Meeting as required by the Friends By-Laws.

Motion to adjourn:

1. Phyllis Millan
2. Willem Stoeller
3. Passed

Adjourn (3:15)

Announcements

(After the regular Friends Board Meeting, as required by the Friends By-Laws, the Board met in a closed session to elect Officers of the Board: The following Board Members were elected –

President: Cheryl Hart

Vice-President: Willem Stoeller

Treasurer: Dawn Caravano

Secretary: Tom Hartz)