

Minutes of the Board of Directors
Friends of Brazoria Wildlife Refuge
8/11/17

Minutes by Mickey Dufilho

Meeting called to order by Ron Bisbee, President at 2:30 at Mid-Coast Headquarters

Attendees:

- Board members **present:** Ed Barrios, Ron Bisbee, Marty Cornell, Phil Huxford, David Plunkett, Kim Richardson, Dick Schaffhausen, Torry Tvedt, and Mickey Dufilho
- Board members **absent:** Jeannie Manry, Ed Barrios and Oron Atkins
- Refuge Staff: Jennifer Sanchez
- Guests: Cheri Young

Bryan Adam Memorial Funds

Cheri Young gave us an update on the plans for the Bryan Adams Memorial Funds.

- \$700.00 for Quintana Beach Park. The plan is to install 4 signs on the new boardwalk modeled after the Padre National Seashore signs.
- They are pricing a small mosaic bench at the planetarium.
- At the Discovery Center – the plan is for 6-7-foot bronze statue, possibly a Sandhill Crane or Blue Heron. Cost range for small statues at \$9800.00 to large statues up to \$30,000.00.

Mickey made a motion to create and manage the Bryan Adams memorial funds. 2nd by Dick. Motion passed unanimously.

Minutes – Mickey Dufilho

- The draft of the minutes of the Jan. 16, 2017 meeting of the board were reviewed. Marty moved and Phil seconded the motion to accept the minutes. The motion was approved with no objections.
- Minutes of the General Membership were reviewed. Marty moved to accept the minutes and Phil seconded the motion. The motion was approved with no objections.

Action Register – Mickey Dufilho – Appendix A

- Action Register was updated

E-mail votes

7/16/17 Marty moved that “The Board of Directors of the Friends of Brazoria Wildlife Refuges authorizes the expenditure of up to \$1,100 to cover cost of a field trip of Refuge Junior Naturalists to the Houston Museum of Natural History in July, 2017.” [2nd? Vote?] Outside of this official motion it is noted that \$400 of our discretionary funds have already been given to support of this field trip. 2nd by Dick. Motion passed with 2 people that did not vote.

Financial Update - Treasurer Dick Schaffhausen – See Appendix B

- Dick presented FOBWR Financial Statement. There was discussion on the balance of Birds of Prey and Migration Celebration funds and the location of the funds. Dick will make the adjustments and send an updated spreadsheet. Motion was made by Mickey to accept the financial statement and 2nd by Phil. **Motion passed**

Refuge Update – Jennifer Sanchez

- Wolfweed riser discharge pipe) to be put in this winter.
- EE program will be managed by Tom Schneider and he will be on site daily
- Acquisitions
 - 3 small acquisitions for migratory bird habitat.
 - 5 acres near Sargent, TX will have a MODUS tower installed.
 - 17 acres on San Bernard River on 2918 near Rivers End
 - Snow Tract – on busy road on Oyster Creek – has sand pit, but some forested areas on Oyster Creek Bend. Also has prairie.
 - Across the road from Big Boggy is a 700-acre parcel of Salty Prairie.
- A land protection plan for Whopping Cranes has been drafted for more protected land. Looking at a 16,000-acre area near Big Boggy. The PPP is signed and the next step is to get LPPP done. This will need to include government entities and some land owners.
- Partnership Agreement has been signed.

New Business

- The board needs to do a succession plan for officers and board members. A committee will need to be set up to do this. In addition, the committee needs to work on ways to increase membership. **Added to Action Item list**
- Phil moved to turn over the Friend’s container to the refuge. 2nd Marty – motion passed.
- Kim moved to sign on to the **Santa Anna letter**. 2nd by Phil. **Motion passed**

Migration Celebration – David Plunkett

- It was decided to try to get a speaker to talk about MOTUS. Jennifer will assist in finding the right speaker. **Added to action items list**
- **Ed has expressed** interest in heading up Migration Celebration
- Phil agreed to assist with fund raising for the event.
- It is very important to get someone to take over as volunteer coordinator. **Action Item**

Grants – Marty Cornell

- Grants completed this year
 - 20091123 Dow Woods Trail (Bastrop Bayou Crossing)
 - 20130201 Bastrop Bayou Crossing (\$70,000)
 - Marty moved that “The \$15,600.29 of McGovern Funds reserved for the construction of the Bastrop Bayou Crossing, being no longer needed for this purpose, shall be released from this restriction.” 2nd by Phil. Motion **passed**
- Active Grants
 - 20070803 Revolving Reimbursement Account (\$20K, Houston Endowment)
 - 20130919 Poole Tract Purchase (\$10K, Trull Foundation) – no progress made
 - 20160219 Land Acquisition Discovery #3 (\$300K, Houston Endowment)
 - Through 19July17, \$171,928.27 has been spent (\$128,071.73 remains).
 - 60 properties acquired, 36,138.03 acres, \$50,688,116 market value
 - 20160728 Cedar Lake Cut Discovery (\$30K, USFWS) - no activity
 - At the recent request from FWS, the NFWF has initiated pre-acquisition steps to acquire approximately 150-acres of Piping Plover Endangered Species Critical Habitat located at Cedar Lake Cut inholding at the San Bernard Refuge in Matagorda County.” “...lands that may contain numerous private owners with undivided ownership interests and potential claim by the State of Texas, being a former part of Cedar Lakes.”
 - 20161017 Every Kid in the Park (\$100,000 + \$12,500 administration expense)
 - \$10,693.88 has been spent.
 - 20161205 Bobcat Woods Trail (\$160K, TP&WD)
 - Expenditures:

| | |
|---------------------|--------------|
| ▪ Composite Decking | \$124,021.35 |
| ▪ Treated Lumber | \$6,267.50 |
| ▪ SS Screws | \$13,176.24 |
| ▪ Total: | \$143,465.09 |
 - Reimbursements: \$118,276.14
 - Status:
 - Old boardwalk, including support structure, has been removed with volunteer labor
 - Materials on site for boardwalks
 - Awaiting dry weather to drill post holes.

- Awaiting dry weather to map concrete trail sections (next week?)
 - Projects Completed
 - Re-deck Big Slough Boardwalk
 - Gater constrained
 - Gate to San Bernard Oak
 - Milkweed Greenhouse (\$526.89 unspent of \$5,560.00 authorized)
 - MOTUS antennas
 - Other Projects
 - Bastrop Bayou Fishing Pier
 - Our contract was rejected (too much bureaucracy)
 - \$45,000 of McGovern funds are reserved for this project.
 - I move that “The \$45,000 of McGovern funds reserved for the reconstruction of the Bastrop Bayou Fishing Pier shall be released from this restriction.” 2nd by Dick. **Motion passed.**
- Cedar Lake Creek Kayak-Canoe Dock on CR318 – no activity
- Friends Storage Shed.
 - \$12,000 authorized, \$8,342.00 spent
 - Needs wiring and shelving (and entrance ramp?)
 - Leon Skeet Memorial
 - \$1,063.00 collected.

New Business

- Chip Sweet volunteered to work on the Discovery Center Lectern- Dick will assist and Torry will develop some drawings
- Marty moved to spend \$36,000 to pay for ATFN. Phil 2nd. **Motion passed**

Outreach – David

- **Saturday Oct. 2 – Kids Day**

Appendix A – Action Register

| Friends of Brazoria Wildlife Refuge Board Action Register Updated 8/11/17 | | | | |
|---|---|------------------------|----------|--|
| Action Item | Who? | Due Date? | Status | Comments |
| Movie on BNWR, highlighting EE opportunities | Tom Schneider, Torry Tvedt | O/B next board meeting | On Going | Needs closed caption, credits and titles. Torry has programs that will enable insertion of captions, credits and titles and volunteered to edit the master in possession of Tom. |
| Spec out Rollup shutters for Cross Trails shelters | Marty Cornell | Tabled | On Hold | Looking for a supplier for 3 shelters/ 2 sides each- No progress since Sept meeting. Action tabled until a later date |
| Develop a New Outdoor Environmental Education Display for our canopy | David/Tom | No target deadline | On Going | See on Heritage Day if we need to work on this. Flip book with pictures |
| Design Lectern for Discovery Center | Ron Bisbee, Dick Schaffhausen, Chip Sweet | No target deadline | On Going | Measurements and design agreed to by Ron and Dick. Dick thinks he will be able to construct the lectern with Chip Sweet |
| Activate new website | Ed | TBD | On hold | No action taken. Noted that a successor for Neal is needed. Note that "the website" actually includes four websites: FOBWR, MC, BOP School Program, and RJN. http://refugefriends.org/ http://migrationcelebration.org/ http://juniornaturalist.org/ http://birdsofpreytexas.org/ |

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| Correct Financial Statement to include left over funds from 2016 Birds of Pray total | Dick | TBD | In progress | |
| Purchase Leon Skeete Memorial Bench | Mickey | 2/15/2017 | In progress | |
| The board needs to do a succession plan for officers and board members. A committee will need to be set up to do this. In addition, the committee needs to work on ways to increase membership | | | | |
| Get a speaker to talk about MOTUS. Jennifer will assist in finding the right speaker | Jennifer | | | |
| Get someone to take over as volunteer coordinator | | | | |

Appendix B

| <u>August 2017 Final</u> | FOBWR FINANCIAL | STATEMENT | | |
|---|-----------------------|---------------|--------------|---------------|
| TDECU | | | | \$160,398.93 |
| IBC 1 | | | | \$150,130.42 |
| IBC Acct 2 and 3 | | | | \$125,384.09 |
| <u>ACCOUNT BALANCE</u> | - | | | \$435,913.44 |
| - | - | | | |
| FUNDED GRANTS and ALLOCATED FUNDS | Grantor | Total Awarded | Amount Spent | Amt Available |
| 20131230 McGovern Brazoria NWR non committed | Kathrine McGovern | \$144,500.00 | \$63,425.67 | \$81,074.33 |
| 20131220 McGovern San Bernard Refuge | Kathrine McGovern | \$87,000.00 | \$35,545.58 | \$51,454.42 |
| 20070803 Revolving Reimbursement, base acct | Houston Endowment | \$20,000.00 | \$0.00 | \$20,000.00 |
| 20130919 Poole Track Land Acquisition | Trull Foundation | \$10,000.00 | \$0.00 | \$10,000.00 |
| 20160219 Houston Endowment Land Acquisition | Houston Endowment | \$300,000.00 | \$161,928.27 | \$128,071.73 |
| Foletts Island appraisals sub acct. | | \$17,000.00 | \$10,000.00 | |
| 20160728 Cedar Lake Cut Lands See NOTES | USFWS | \$30,000.00 | \$0.00 | |
| 20161017 Every Kid in Park | National Park Service | \$112,500.00 | \$23,193.88 | \$89,306.12 |
| 20161205 Bobcat Woods Matching Funds Received | FOBWR | \$172,017.00 | \$167,418.94 | \$4,598.06 |
| plus ATFN 2015 funds. | | | | |
| TOTAL ALLOCATED FUNDS | | | | \$384,504.66 |
| | | | | |
| FOBWR PROJECTS | | Allocated | Spent | |
| 46400 Birds of Prey running total from 1-1-2015 | FOBWR | \$54,118.00 | \$43,402.00 | \$10,716.00 |
| 760300 Jr. Naturalist Program | FOBWR | \$1,500.00 | \$1,413.31 | \$86.69 |
| 20170721 Jr. Naturalist Program 2017 | FOBWR | \$1,100.00 | \$600.00 | \$500.00 |

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|--|---------------------|--------------|-------------|-------------|
| 20161205 Morgan Storage Building San Bernard | FOBWR General Funds | \$12,000.00 | \$8,342.00 | \$3,658.00 |
| 20160716 Milkweed Greenhouse | FOBWR | \$5,560.00 | \$5,033.11 | \$526.89 |
| 20161220 Leon Skeet Memorial | Donations | \$1,063.00 | \$0.00 | \$1,063.00 |
| 20140403 Law Enforcement Restitution | Federal Court Fines | \$7,216.11 | \$2,309.92 | \$4,906.19 |
| 20170811 ATFN 2017 | FOBWR | \$36,000.00 | \$6,525.21 | \$29,474.79 |
| TOTAL FOBWR PROJECTS | | \$118,557.11 | \$67,625.55 | \$50,931.56 |
| | | | | |
| TOTAL FUNDS AVAILABLE FOR PROJECTS | | | | \$477.22 |
| MIGRATION CELEBRATION TDECU ACCT | | | | \$10,887.65 |
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| COMPLETED PROJECTS OR GRANTS | | | | |
| NOTES | | | | |
| 20161205 Bobcat Woods Trail is a receivable. Grant 160,000.00 plus \$53,641.00 ATFN fundraiser | | | | |
| 20160728 Cedar Lake Cut Lands is a receivable. We will receive funds as invoices are turned in. | | | | |
| 46400 Birds of Prey is a running total from 1-1-2015 of all income received and expenses paid to the current Financial Report. | | | | |
| 20160518 Turtle Patrol Tee Shirts Closed out March 2017 Spent \$759.00 | | | | |
| Motus Tower installation Completed April \$2,400.00 | | | | |
| Turtle Patrol Stickers completed April, 2017 \$1,005.00 | | | | |
| 20170120 Big Slough Broadwalk completed 4/2017 total cost 19,368.37 | | | | |
| 20160416 Bastrop Bayou Pier Project cancelled August board meeting | | | | |
| 201302201 Bastrop Bayou Crossing Completed | | | | |

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|---|--|--|--|--|
| Transferred \$8,325.76 to general funds from MC account August 14 | | | | |
| Motions | | | | |
| Turtle Patrol promotional stickers | | | | |
| 2017 Jr Naturalist funding 1100.00 | | | | |
| August ATFN \$30,000.00 | | | | |