

Minutes of the Board of Directors
Friends of Brazoria Wildlife Refuge
1/16/17 DRAFT

AI = New Action Item

Meeting called to order by Ed Barrios, President at 12:00 at St. Marys Episcopal Church, West Columbia

Attendees:

- Board members present: Ed Barrios, Mickey Dufilho, Marty Cornell, Phil Huxford, David Plunkett, Kim Richardson, Dick Schaffhausen, Jeanne Manry, Judy Green, Ron Bisbee and Oron Atkins
- Board members absent: Neal McLain and Torry Tvedt
- Refuge Staff: Jennifer Sanchez, Johnny Dwyer
- Visitors: Tom Taroni

Minutes – Marty Connell

- The draft of the minutes of the 12/5/16 meeting of the board was reviewed. Minutes were corrected. Mickey moved to accept the corrected minutes and Kim seconded the motion to accept the minutes as amended. The motion was approved with no objections.
- Action Register was reviewed and changes were made. **See Appendix A**

Treasurer Report – Dick Schaffhausen – See appendix B

- Dick reviewed the financial statement. There was discussion on the balance of the Birds of Prey line item. It did not include the money left over from 2016. The total should be \$9662.00. Dick will make this correction. Marty moved to accept the corrected financial statement. 2nd by Ron. Vote was unanimous.
- The profit and loss detail was reviewed. There are additional funds that should be added to the Leon Skeete Memorial. **AI - Dick will review deposits and make the correction.** Tom Taroni gave a donation of \$100.00 to the memorial at the meeting.
- **AI - Mickey reviewed the plans for the Leon Skeete Memorial Bench and will get it ordered.**

Refuge Report – Jennifer Sanchez

- Johnny Dwyer was hired to direct the DEEP program and other projects.
- With the hiring of a maintenance person, the refuge is complete at filling vacant positions. It is expected the budget for the refuge will be cut by about 8% next year and if employees leave, they will not be replaced.
- The refuge closed on property on the Brazos River (east of Hwy 35). There is a possibility for a cleanup project on the property.
- Snow Property – This property 200 acres and has a small prairie, a sand pit and has some forest edge. Refuge is working with Mike Lange on this for funding, possibly from a pipeline project

- Looking 750 acres across from Big Boggy as a possible acquisition. Might be able to use some of the Deep Water Horizon funding to purchase this.
- Looking at 180 acres on Brazos River north of Brother River Ranch between West Columbia and Brazos River. Might be able to use pipeline funds to acquire.

Grants Report – Marty Cornell

- Meeting on 1/24/17 at 10:00 to review what needs to be done on the Bobcat Woods Trail.
- Oron gave a status update on the new Friends Storage Building. Building is ordered and should be delivered in January. It will come with tie downs and labor to install them. It will be located next to the new maintenance building.
- **AI - Ron will dispose of the old container**

Business

- 2017 National Wildlife Friends Academy – August 21 – 25, 2017 in West Virginia. **AI - Ed will contact Nancy Brown to see about sending more than one person.** Dick is targeted to go and Kim will be the second attendee if we can send 2 representatives.
- NWRRA sent out an appeal to help with issues concerning wildlife issues.

Outreach

- 2/7/17 County Place Garden Club – Phil will give a talk about the refuge.
- 2/25/17 Sea Center Nature Day
- 3/4/17 Brazoria Heritage Day

Future Dates to put on Calendar

- 1/31/17 Migration Celebration Planning Meeting Ed's home
- 4/7/17 Migration Celebration Dinner at Riverplace
- 4/22 and 23 Migration Celebration San Bernard Refuge

Meeting adjourned at 3:00 PM

E-mail votes since last board meeting

- 12/17/16 Mickey moved to accept the minutes of the Board meeting 8/24/16. 2nd by Neal. Motion passed unanimously.
- 12/29/16 Marty moved to amend the motion to "The board of the Friends of Brazoria Wildlife Refuges approves the Partnership Agreement and its Supplemental Agreement dated December 28, 2016 with the United States Fish and Wildlife Service, Department of Interior." 2nd by Ron Bisbee vote 11 yes and 1 abstain.

Appendix A

Friends of Brazoria Wildlife Refuge Board Action Register Updated 1/10/17

Action Item	Who?	Due Date?	Status	Comments
Partnership Agreement - reconcile agreement and send draft	Ed Barrios	O/B next board meeting	On Going	Issues with USFWS-approved content were identified by Kim Richardson and Jennifer Sanchez. Jennifer is in discussion with Regional Friends Coordinator Nancy Brown for revisions acceptable to the FOBWR.
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	No target deadline	On Going	Measurements and design agreed to by Ron and Dick. Dick thinks he will be able to construct the lectern.
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/

Check to see if the Trull Foundation \$10,000 can be used for another property	Marty Cornell	O/B next board meeting	In Progress	Mike Lange and Tom Smith agreed to meet with the Trull Foundation, explain the difficulties in getting clear title, and propose other land purchases that the grant could be used for.
Approach Jim Clim about becoming a board member	Ron	TBD	In Progress	Jim is an accountant. No action to date.
Ron Bisbee will dispose of old Friends Storage building	Ron	TBD	In progress	Give it away or sell
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	
Find all of the missing donated funds for Leon Skeete Memorial	Dick	TBD	In progress	
Check with Nancy Brown to see if we can send more than one person to the National Wildlife Friends Academy	Ed		In progress	

Appendix B

<u>12/31/2016 Final Revised 1/17/17</u>	FOBWR FINANCIAL	STATEMENT		
TDECU				\$232,757.89
IBC 1				\$159,226.03
IBC Acct 2 and 3				\$250,036.07
<u>ACCOUNT BALANCE</u>	-			\$642,019.99
-	-			
FUNDED GRANTS and ALLOCATED FUNDS	Grantor	Total Awarded	Amount Spent	Amt Available
20131230 McGovern Brazoria Refuge	Kathrine McGovern	\$147,000.00	\$44,057.30	\$102,942.70
20160416 Bastrop Bayou Pier McGov Sub acct		\$45,000.00	\$0.00	
20131220 McGovern San Bernard	Kathrine McGovern	\$87,000.00	\$19,945.29	\$51,454.42

Refuge				
20130201 Reserved for Bastrop Bayou Crossing			\$15,600.29	
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	\$70,582.80	\$219,417.20
Follets 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	\$100,000.00	\$661.14	\$99,338.86
EKIP Administration expenses		\$12,500.00	\$584.52	\$11,915.48
20161205 Bobcat Woods Trail See NOTES	TPWD	\$160,000.00	\$0.00	
20161205 Bobcat Woods Trail Matching Funds	FOBWR	\$53,641.00	\$0.00	\$53,641.00
TOTAL ALLOCATED FUNDS				\$568,709.66
FOBWR PROJECTS		Allocated	Spent	
46400 Birds of Prey running total from 1-1-2015	FOBWR	\$34,593.00	\$24,930.00	\$9,663.00
760300 Jr. Naturalist Program	FOBWR	\$1,500.00	\$1,013.31	\$486.69
20161205 Morgan Storage Building San Bernard	FOBWR General Funds	\$12,000.00	\$0.00	\$12,000.00
20160716 Milkweed Greenhouse	FOBWR	\$5,500.00	\$1,487.47	\$4,012.53
20161220 Leon Skeete Memorial	Donations	\$375.00	\$0.00	\$375.00
20140403 Law Enforcement Restitution	Federal Court Fines	\$3,735.11	\$2,309.92	\$1,425.19
TOTAL FOBWR PROJECTS		\$57,703.11	\$29,740.70	\$27,962.41

TOTAL FUNDS AVAILABLE FOR PROJECTS				\$45,347.92
MIGRATION CELEBRATION TDECU ACCT				\$7,342.18
COMPLETED PROJECTS OR GRANTS				
20151200 San Bernard Oak Trail Gate 11/13/16				\$ 8,025.00
20160811 MOTUS Receivers 9/22/16				\$ 5,190.56
20161122 TWC Greenhouse Grant 11/22/16				\$ 3,000.00
20151204 Wolfweed Reservoir Lift Pump 6/2/16				\$ 8,937.50
NOTES				
20161205 Bobcat Woods Trail is a receivable. We will receive funds as invoices are turned in				
20160728 Cedar Lake Cut Lands is a receivable. We will receive funds as invoices are turned in.				
3,000.00 received from Texas Wild Conservation Fund for Greenhouse. 11/22/16				
Received 35,000 from Mrs. McGovern 12/18/16				
46400 Birds of Prey is a running total from 1-1-2015 of all income received and expenses paid to the current Financial Report.				
MOTIONS				
Increase Follets Island acquisition costs to 17,000				
20161205 Morgan Storage Building 12/5/16				