



Minutes of the Board Meeting

of the Friends of Brazoria Wildlife Refuges

May 17, 2019

Gulf Coast Bird Observatory, Lake Jackson

Attendance by Members of the Board: Oron Atkins, Ed Barrios, Marty Cornell, Mickey Dufilho, Phil Huxford, Herb Myers, Lisa Myers, David Plunkett, Kim Richardson, , Torry Tvedt.

Absent Members of the Board: Dick Schaffhausen

Attendance by the General Membership:

Refuge Staff in Attendance: Jennifer Sanchez,

A quorum being present, President Lisa Myer called the meeting to order at 1:02 pm.

Minutes on March, 2019 Board meeting: Kim moved and Mickey seconded a motion to accept the minutes of the March meeting of the board; the motion passed unanimously.

Email motion: One email motion was made and approved in the interim between the March board meeting and today. The motion “The FOBWR board authorizes the transfer of \$3,000 to the National Wildlife Refuge Association with funds coming from our general account.” received 7 yea votes; there were three no responses. The funds have been sent to the NWRA who have acknowledged receiving them.

Email voting: The current bylaws state that voting on email motions shall occur within a “reasonable time”, but “reasonable” is not defined. A change in the bylaws requires approval by the general membership. On this basis, Herb moved and Ed seconded the motion that “The FOBWR recommends that the membership amend the bylaws to stipulate that a minimum of seven days after a second to an email motion is made shall be allocated for discussion prior to calling for a vote.” It was noted that the President may continue the discussion period longer than seven days. The board agreed to implement this protocol now pending official sanction by the general membership.

Action items were reviewed and revised; they are summarized as an attachment.

New Action Items are highlighted in this report and are **bolded** in the Action Register.

Financial Report: Treasurer Dick Schaffhausen reviewed the April, 2019 Financial Statement; document attached.

Grant & Projects Report:

- **Bobcat Woods Trail** is still waterlogged. It is hoped that the trail will dry out to allow pushing piers for the Cacklebur Slough crossing in June. There still has been no response from concrete bidders, probably because of high demand by local industry for their services. We will consider temporary surfacing with granite fines and return at a later date to pouring concrete on these sections of the trail. Dirt work will be needed to create an ADA-compliant slope to the observation platform. Curtis is putting together a list of interpretive signs for the trail and would like help on content. Interpretive signs are also needed for the **Cedar Lake Plantation Trail** and for the **San Bernard Oak Trail**. Mickey will get with Warren Pruess and Pete and Peggy Rompf on content suggestions for these trail signs.

None of the funds have been spent from our \$30,000 grant for **pre-purchase discovery of Cedar Lake Cut lands**, due mostly to the disruption from Hurricane Harvey. Woody Woodward and Mike Lange are drafting a proposed revision to our grant contract that would allow the funds to be used for other land-acquisition projects in Matagorda and Wharton Counties.

Refuge Report: Jennifer Sanchez

- The Office of Inspector General is auditing the Fish and Wildlife Service re. their relationship with Friends; Friends groups will not be involved in this audit. The policy on Friends collecting money on refuge lands sanctions clearly identified Friends donation boxes as well as the proceeds from other activities specified in partnership agreements (such as our fundraising activities during Migration Celebration; food booth, nature store, and bake sale).
- The Complex will be doing extensive herbicide application in the coming months, e.g. to enhance the restoration of the Eagle Nest prairie and the “Ducross” pasture.
- Hurricane Harvey money will be used to employ interns for projects like the eradication of apple snails at Hudson Woods. Areal spraying by helicopter will also be a part of the snail project to reduce vegetation that the snails use.
- An additional 1 ½ miles of breakwater structure will be added to the existing one mile of breakwater at Sargent to slow down shoreline erosion.
- The Partners on Brazoria is working on shoreline protection for Christmas Bay, a state designated conservation area, to protect sea grass from breaching from the intracoastal canal.
- Chidbere Chikwem will become the new administration officer for the Complex, starting on June 9th.
- The FWS budget for fire management is expected to be cut by two the three percent, this in addition to the seven percent reduction last year. Most of the budget is for salary and benefits, leaving about 19 percent for operations. Remedies might include a public-use fee; this would not include DEEP activity.

- A lot of wetlands work is scheduled this summer. This year was the first year in some time that farmers did not plant, in part because the need to buy water was anticipated. Now it is too wet to plant.
- The Black Rail has been proposed to be listed as a threatened species; this would impact protocol on land management. The earliest listing would be this fall. This would be first threatened resident species for the Complex.

Pre-purchase Discovery and Land Acquisition:

- Acquisition of the J. Dixie Beal property is progressing.
- The offer for the McNeal tract in Wharton County is still on the table; the owners want a second appraisal.
- NAWCA will be providing the entire plus \$800,000 for the Galveston Bay Foundation to purchase the ~150 acre Angleton Prairie (a.k.a Flo Hanna Prairie). The GBF will then transfer title to the Katy Prairie Foundation who will in turn donate the land to the San Bernard NWR for management.

MC19: No report

MC20: With Easter in 2020 being on April 12th, it was agreed that MC20 would hold the kickoff dinner on Friday, April 17th and the refuge event will be on Saturday, April 25th and Sunday, April 26th.

ATFN19: Marty reported that the ATFN19 fundraiser has been set for October 18th at the Dow Academic Center; the college jazz band will be playing at the Clarion that evening and will not be in competition with our fundraiser. The ATFN19 organizing committee will hold its first meeting on May 23rd. Committee members are Marty Cornell, chairman; Mickey Dufilho, venue; Ken and Linda Sluis, wine and food; Ed Suazo*, live auction; Kim Richardson, silent auction; Ed Barrios, TACB compliance and volunteers; Dick Schaffhausen, financial; Lisa Myers, publicity and promotion; and Ravi Singhania, donor solicitation. [*Ed Sauzo has suffered a stroke; Vicky Adams will step into this role.]

The event will feature nine “Wines from Down Under”, i.e. Australia and New Zealand. H.E.B. Lake Jackson will cater foods designed to match each wine.

Proceeds will go to develop public use facilities on the Cannon Bend Unit of the San Bernard NWR. Reservation will be taken in advance; they will be priced at \$100 each.

Miscellaneous items

Friends logo & “dress” shirts: At the September board meeting, Lisa, Herb, and Torry will provide suggestions for a FOBWR logo and more formal shirts for board member to wear at business-type forums. Discussion comments included “make them a button-down dress shirt”, “not blue”. Jennifer noted that the Gadwall duck and Green-wing teal are important winter

residents of our Complex and could be considered in a logo. The Roseate Spoonbill was also suggested as being eye-catching by the public.

Inventory of FOBWR Possessions: Board members are to provide Dick a descriptive list of FOBWR property in their personal possession. This would include items such as our projecting microscope, sound system, and outreach display board.

Loaning FOBWR Property: The board agreed that a “Property Manager” (probably the Treasurer) needs to be designated to track items being loaned to others.

DEEP Monitor for PowerPoint: Ed will advise the best option to display presentations at DEEP sessions, e.g. a separate monitor or TV.

Community Relation: Ken Garrahan of USFWS Region 2 sent a memo suggesting that Friends groups become more interactive with community leaders. For FOBWR, Kim suggested that we should recruit two additional board members; one to focus on publicity and the other to be our active liaison with business leaders. [no action responsibility was designated]

The meeting was adjourned at 3:23

Marty Cornell

Secretary, Friends of Brazoria Wildlife Refuges.

Friends of Brazoria Wildlife Refuge Board Action Register Updated 17May19

Action Item	Who?	Due Date?	Status	Comments
Develop a New Outdoor Environmental Education Display for our canopy	David/Lisa/Marty	Progress report Sept 2019 board meeting	Ongoing	Committee to define aesthetics and variations in content/message modules. Material options for signs and displays to be defined as basis for cost estimates. Check spring-mounted signs and GCBO-pipe frame type.
Contract for temporary webmaster to upgrade website	Lisa	Progress report o/b July board meeting. 2019 board meeting	Ongoing	Need to get content information to Amber Bryn. Include ATFN19
Develop text on FOBWR history for website	Ed Barrios	Progress report July. 2019 board meeting	Fixin to	Ed will review Friends archives stored at Complex office for early history (see J. Sanchez)
Develop a Succession Plan	Lisa, Mickey	July, 2019 Board Meeting	Researched succession planning	The Board needs a succession plan for Officers and Board Members and needs to set up a committee to do so. Each board member to fill out questionnaire to use to know what is important to the board. Make activities independent of person, archive documents. Lisa to resend questioner
Approach Mrs. McGovern to be able to use her funds targeted for BNWR on SBNWR Projects	Ed Barrios. Lisa	July, 2019 Board Meeting	Action pending	Lisa and ed write a letter to propose uses at Cannon Bend unit, noting that the BNWR will manage this unit.

Define role and responsibility of School Outreach Chair	Phil and Marty	September 19 Board meeting	Action pending	Phil is currently a one-man committee leading the BoP program. Vision might expand to other in-school nature topics. Ruby Lewis will be consulted and Vic Wade will be asked to participate.
Propose by-law revisions	Kim	Sep19 Board Meeting		Review entire Bylaws for needed update, including clarity on "quorum." Reflect possible changes by Texas Legislature that would impact non-profit governance
Develop content for interpretive signs for the Bobcat Woods, Cedar Lake Plantation, and San Bernard Oak Trails Trails	Mickey	July, 2019 Board Meeting	Action pending	Mickey will consult with Warren Pruess and Peggy Romfh for suggestions
Provide suggestions for a FOBWR logo and more formal shirts for board member to wear an business-type forums.	Lisa, Herb, Torry	September 2019 Board Meeting	Action pending	
Provide Dick a descriptive list of FOBWR property in their personal possession	All board members	September 2019 Board Meeting	Action pending	
Advise the best option to display presentations at DEEP sessions	Ed	September 2019 Board Meeting	Action pending	

Attachment: Financial Report for April, 2019

<u>April 2019 Final</u>	FOBWR FINANCIAL STATEMENT			
TDECU				\$160,847.26
IBC 1				\$205,697.89
IBC Acct 2 and 3				\$160,475.13
Bobcat Woods Grant Receivable				\$41,723.86
<u>ACCOUNT BALANCE</u>				\$568,744.14
-				
FUNDED GRANTS and ALLOCATED FUNDS	Grantor	Total Awarded	Amount Spent	Amount Available
20131230 McGovern Brazoria NWR non committed	Kathrine McGovern	\$152,500.00	\$53,719.96	\$98,780.04
20180720 B. Adams Memorial Pond Sub Acct.	Kathrine McGovern	\$27,000.00	\$27,000.00	\$0.00
20131220 McGovern San Bernard NWR	Katherine McGovern	\$107,000.00	\$65,143.58	\$41,856.42
20070803 Revolving Reimbursement	Houston Endowment	\$20,000.00		\$20,000.00
20130919 Poole Track Land Acquisition	Trull Foundation	\$10,000.00	\$0.00	\$10,000.00
20181231 Houston Endowment Land Acquisition 4	Houston Endowment	\$325,000.00	\$110,332.70	\$214,667.30
20170811 Cedar Lake Plantation Trail	ATFN 17 FOBWR	\$62,155.96	\$37,484.70	\$24,671.26
20160728 Cedar Lake Cut Lands See NOTES	USFWS	\$30,000.00	\$0.00	
20161017 Every Kid in Park	National Park Service	\$112,500.00	\$61,240.23	\$51,259.77
20161205 Bobcat Woods Matching Funds Received plus ATFN 2015 funds plus receivable	FOBWR	\$213,740.86	\$167,418.94	\$46,321.92
TOTAL ALLOCATED FUNDS		\$1,059,896.82	\$522,340.10	\$507,556.72
FOBWR PROJECTS		Allocated	Spent	
46400 Birds of Prey 2019	FOBWR	\$30,384.00	\$18,150.00	\$12,234.00
20161205 Morgan Storage Building San Bernard	FOBWR General Funds	\$12,000.00	\$8,714.10	\$3,285.90
20160716 Milkweed Greenhouse	FOBWR	\$5,560.00	\$5,141.37	\$418.63
20171104 Bryan Adams Memorial Fund	Donations	\$16,759.00	\$15,585.78	\$1,173.22

20170101 BNWR Donation Box	Donations	\$876.56	\$591.99	\$284.57
20140403 Law Enforcement Restitution	Federal Court Fines	\$7,616.11	\$2,309.92	\$5,306.19
20190208 Dick Hickner Memorial Fund	Donations	\$1,540.00	\$0.00	\$1,540.00
20181110 2018 Audit	General Funds	\$10,000.00	\$0.00	\$10,000.00
20180418 Web Site Maintenance	FOBWR	\$5,000.00	\$2,295.00	\$2,705.00
20190428 Alex Grogard Kemp Ridley Fund	Donations	\$88.87	\$0.00	\$88.87
TOTAL FOBWR PROJECTS		\$89,824.54	\$52,788.16	\$37,036.38
TOTAL FUNDS AVAILABLE FOR PROJECTS				\$24,151.04
MIGRATION CELEBRATION TDECU ACCT				\$14,494.00
TDECU SAVINGS				10.08
TOTAL Funds in Bank Accounts				\$541,524.36

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 2019 beginning funds balance

\$11,634.00

Houston Endowment Revolving acct \$20,000.00 from

HE grant #4

Migration Celebration 2019 beginning balance

\$12,404.28

Motions

April 18, 2018 Authorized up to \$3,000.00 for Friends

web site redo

July 15 and 21, 2018 Authorized \$27,000.00 for B Adams water feature at DEEP. Funds to come from Brazoria McGovern acct.

November 10, 2018 Motion to spend up to \$10,000.00 for an audit of FOBWR 2018 books. Funds from general funds

December 11, 2018 Motion Authorized the expenditure of up to \$3,000.00 for the purchase of 4,000 DEEP Student field journals. Payment to come from Brazoria McGovern funds. Spent \$2,820.00

2/27/19

January 11, 2019 Approved ATFN budget via email

vote

April 3, 2019 Approved an additional \$2,000.00 for
Website redo

April 30, 2019 Approved \$3,000.00 donation to National Wildlife Refuge Association from general
funds