

Minutes of the Board of Directors
Friends of Brazoria Wildlife Refuge
8/24/16 DRAFT

Meeting called to order by Ed Barrios, President at 5:20 at Ed Barrios' Home

Attendees:

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

Minutes – Mickey Dufilho

- The draft of the minutes of the 5/16/16 meeting of the board was reviewed. Marty moved and Phil seconded the motion to accept the minutes as. The motion was approved with no objections.

Treasurer Report – Dick Schaffhausen

- IBC banking changeover is complete and Dick can sign of the accounts
- TDECU – Will keep accounts open for Migration Celebration and other issues like ease of use
- Treasurer's report was reviewed – **See Attachment A**
 - Need to have Curtis Jones send in San Bernard automatic gate bill to update financials
 - Jennifer gave purchase order for Motus transmitters and antenna for \$5100.00 to Ed. Ed ordered them.
 - Add to the agenda for next board meeting to discuss what to do with left over money from Migration Celebration.

Grants Report – Marty Cornell

- Marty covered the status of the grants and showed pictures of the Bastrop Bayou Crossing
- Also had some discussion on a new Friends Storage Building requirements and issues

Active Grants

- ✓ 20070803 Revolving Reimbursement Account (\$20K, Houston Endowment)
- ✓ 20091123 Dow Woods Trail (Bastrop Bayou Crossing)
- ✓ 20130201 Bastrop Bayou Crossing (\$70,000)
- ✓ 20130919 Poole Tract Purchase (\$10K, Trull Foundation)
- ✓ 20160219 Land Acquisition Discovery #3 (\$300K, Houston Endowment)
- ✓ 20160728 Cedar Lake Cut Discovery (\$30K, USFWS)
- ✓ TBD, [20150615] Bobcat Woods Trail (\$160K, TPWD)

Projects

- ✓ Bastrop Bayou Fishing Pier
 - ✓ Our contract was rejected (too much bureaucracy)
- ✓ Re-deck Big Slough Boardwalk
 - ✓ Gater fence was installed to constrain the aggressive alligator
- ✓ Gate to San Bernard Oak
 - ✓ Installed; need fix on solar unit
- ✓ Milkweed Greenhouse
 - ✓ Footprint staked next to Discovery Center
- ✓ MOTUS antennas
- ✓ Cedar Lake Creek Kayak-Canoe Dock on CR 318
- ✓ Friends Storage Shed.

Business

- Marty made a motion to authorize up to \$2000.00 to purchase a new Projecting Microscope. Motion was seconded by Phil. Motion passed unanimously.

E-mail votes since last board meeting

5/18/16 – Marty moved the Friends of the Brazoria Wildlife Refuge increase our 2016 fiscal year donation to the National Wildlife Refuge Association to a total of \$3000.00. 2nd by David. 8 votes yes and 2 no response votes. Motion passed.

5/18/16 – Marty moved that the FOBWR authorize the expenditure of up to \$1,000 for the purchase of T-shirts for volunteers in the San Bernard National Wildlife Refuge Sea Turtle Patrol Program. 2nd by David. 8 votes yes and 2 no response votes. Motion passed.

6/11/16 – Ron moved that we provide \$1,500 for field trips and food and any other miscellaneous expenses for this year's Junior Naturalist Program. [note the original wording specified this year]
2nd Neal. 9 yes votes and 1 no response vote. Motion passed.

6/13/16 – Neal moved we nominate Richard Schaffhausen to the position of Treasurer of Friends of Brazoria Wildlife Refuges. 2nd by Mickey. 8 yes votes and 2 no response votes. Motion passed.

7/6/16 – Marty moved that board of directors authorize the expenditure of up to \$5,500 for materials and construction costs of a green house, as described in a spending plan, for the production of swamp milkweed to be used to expand habitat resources for Monarch butterflies within the Texas Mid-Coast National Wildlife Refuge. 2nd by Neal. Motion passed unanimously

7/10/16 – Marty moved that FOBWR will provide \$500.00 to support the 2017 Peer-to-Peer meeting of Region 2 Friends groups at Las Vegas, New Mexico. 2nd by Kim. Motion passed unanimously.

7/17/16 Marty moved that “The Board of Directors of Friends of Brazoria Wildlife Refuges accepts the Partnership Agreement titled “FRIENDS PARTNERSHIP AGREEMENT Between the TEXAS MID-COAST NATIONAL WILDLIFE REFUGE COMPLEX, U.S. FISH AND WILDLIFE SERVICE, DEPARTMENT OF THE INTERIOR, and FRIENDS OF BRAZORIA WILDLIFE REFUGES as amended July 12, 2016. 2nd by Neal, 7 yes, 2 no, 1 abstain.

7/24/16 Neal moved that the Board of Directors of Friends of Brazoria Wildlife Refuges invite Oron Atkins to join the Board as a Member at Large. 2nd Marty. Motion passed unanimously.

8/8/16 Marty moved the Friends of Brazoria Wildlife Refuges authorize up to \$6,000 for the purchase, installation, and any associated costs of three receivers to be used on the MOTUS project. 2nd Neal. 11 yes and 0 No.

Action Register – Was not reviewed so remained the same as 5/15/16

Friends of Brazoria Wildlife Refuge Board Action Register Updated 5/15/16				
Action Item	Who?	Due Date?	Status	Comments
Internal Audit - Mickey and Jeanne	Mickey and Jeanne	O/B next board meeting	Audit proposal approved	Earl Allen, CPA, has been approved by the board; see below.
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	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

Cross Trails shelters				
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 three websites: FOBWR, MC, and RJN. http://refugefriends.org/ http://migrationcelebration.org/ http://juniornaturalist.org/
Draft a revision of the Bylaws to add restrictions to discretionary spending by board members, adding timing limitations	Ed Barrios	2-Feb-16	On Going	Kim Richardson has developed a draft of changes that was approved by the board for submission to the general membership.
Need new projecting microscope for DEEP	Ed	September, 2016?	On Going	The Microscope Guy repaired one of our projecting microscopes. HDMI connections still need to be installed.
Check to see if the Trull Foundation \$10,000 can	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.

be used for another property				
Approach Kim Richardson about becoming a board member	David	Done		Kim is now an active member of the FOBWR board of directors
Approach Jim Clim about becoming a board member	Ron	TBD		Jim is an accountant. No action to date.

Attachment A

FOBWR FINANCIAL STATEMENT					
As of May 15, 2016					
ACCOUNT BALANCE				\$628,172.97	
GRANT No. & Name					
	Grantor	Total Awarded	Amount Spent	Amt Available	
Funded Grants & Allocated Funds					
20131230	McGovern Brazoria Refuge	Kathrine McGovern	\$122,000.00	\$44,057.30	\$77,942.70
20131220	McGovern San Bernard Refuge	Kathrine McGovern	\$77,000.00	\$7,255.02	\$69,744.98
20070803	Revolving Reimbursement, base acct	Houston Endowment	n/a	n/a	\$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	\$0.00	\$300,000.00
TOTAL ALLOCATED FUNDS					\$477,687.68
REIMBURSABLE GRANTS					
	Grantor/Amount	Amt. Received	Amount Spent	Amt Available	
20140901	Houston Urban Nature Garden **	USFWS- \$18,000.	\$18,000.00	\$14,894.91	\$0.00
FOBWR PROJECTS					
		Allocated	Spent	Balance	
46400	Birds of Prey as of 5/15/16	FOBWR	\$20,873.00	\$16,476.27	\$4,396.73
760300	Jr. Naturalist Program	FOBWR	\$1,500.00	\$1,000.00	\$500.00
20151200	San Bernard Oak Trail Gate	FOBWR	\$9,500.00	\$0.00	\$9,500.00
20151204	Wolfweed Reservoir Lift Pump	FOBWR	\$10,000.00	\$0.00	\$10,000.00
FOBWR ANTICIPATED GRANTS/PROJECTS					
	Repair & Expand Bobcat Woods Trail	FOBWR	\$53,640.98	\$0.00	\$53,640.98
TOTAL GRANTS & SPECIAL PROJECTS					\$555,725.39
NON ALLOCATED FUNDS					
20140403	Law Enforcement Restitution	Federal Court Fines	\$3,610.11	\$0.00	\$3,610.11
Non Allocated Funds					\$68,837.47
TOTAL NON ALLOCATED FUNDS					\$72,447.58
TOTAL OF GRANTS & NON ALLOCATED FUNDS					\$628,172.97

** not reimbursed \$1,,096.64