



Minutes of the Board of Directors

Friends of Brazoria Wildlife Refuges, March 9, 2018
Gulf Coast Bird Observatory, Lake Jackson, ~1:00 to 3:40 pm

In Attendance: Ed Barrios, Marty Cornell, Mickey Dufilho, Judy Green, Lisa Myers, David Plunkett, Kim Richardson, Dick Schaffhausen, .

Excused Absent: Oron Atkins (building BWT boardwalk), Torry Tvedt (vacation), Phil Huxford (BoP programs)

Refuge Staff in Attendance: Jennifer Sanchez

Guest: Mike Lange

A quorum being present, President Ed Barrios called the meeting to order at 1:08 pm

Minutes from the board meeting of February 2, 2018 were unanimously approved after a motion by Judy Green and a second by Mickey Dufilho.

The **Action Register** was reviewed and updated (Attachment A). Actions completed are the building of the platform under the flat TV used with the projecting microscope at the Discovery Center and the recruitment of our speaker (Stewart Mackenzie) for the MC18 Kickoff fundraiser.

Mike Lange of the Trust for Public Lands (TPL) gave an update on his activities on **Follets Island land acquisition** for the Texas Parks and Wildlife Department. These parcels extend from the beach to Christmas Bay and include fresh-water ponds and native prairie uncontaminated with invasive species. The beach is a winter home for the endangered piping plover ("Total population is currently estimated at about 6,510 individuals" Wikipedia.) About \$5,000 remains of the \$25,000 authorized by the FOBWR board for pre-purchase discovery activities on Follets Island.



TPL is also acting as the intermediary agent for the purchase of the 190 acre Snow tract for the San Bernard NWR; this purchase should be completed within the next three weeks. The tract, with its 80 acres of live oak and fresh water is a migrant trap, a first stopping point for many birds after their journey across the Gulf of Mexico. The sand pit is now filling with water and will be stocked for public fishing.

An additional 690 acres of land adjoining the Big Boggy NWR will also soon be purchased. This tract will become part of the San Bernard NWR.

Jennifer Sanchez reported that the lands of Cedar Lake Cut must be resurveyed by the US Fish and Wildlife Service, having been extensively reshaped by Hurricane Harvey. GLO approval of the results would follow.

The **Financial Statement** presented by Dick Schaffhausen will be revised to move the \$15,000 of funds authorized to purchase a UTV to a sub-account under the San Bernard McGovern fund. Noting that the original motion of 21Jan18 authorizing the purchase of the UTV did not include the source of funding, a **motion** was made by Marty and seconded by Lisa that **“The board of FOBWR directs that the purchase of a UTV be made from the San Bernard McGovern funds.”** The motion passed unanimously.

Dick will check with Christine Rivers on the understanding of her arrangement with FOBWR to develop and maintain the MC18 website. If she claims vendor status, no IRS documentation is needed; if she claims that her work is contracted by Friends, then we would need to classify her stipend as nonemployee compensation and issue a Form 1099MISC in January, 2019.

Grant Activity since the February 2nd board meeting consisted of invoices paid to Tom Smith from the third Houston Endowment grant for pre-purchase discovery, and of continued rebuilding of the boardwalk on the Bobcat Woods Trail. The replacement of the old boardwalk, weather permitting, should be done by MC18. Rebids from concrete construction companies are not being submitted to us. The section crossing Cocklebur Slough at the northern end of the trail will not be worked on until after MC18.

Jennifer Sanchez's **Refuge Update** noted that a team of five college students from the upper-Midwest will be spending their three-week spring break focused on a couple projects. They will create a protected skimmer nesting area near Sargent Beach by installing an electrified fence around the area and creating a roof catchment system to direct rain water periodically into watering puddles. They will also install siding inside the environmental education building at Hudson Woods, and will begin surfacing the Cedar Lake Plantation Trail and parking lot. Jennifer will ask Logan Kralik, a former SCA, to design signs for the trail that reflect the historical

heritage of the property. About \$62,000 of funds from ATFN17 are reserved for this trail project.

Jennifer reported that FWS funds targeted to mitigate damage from Hurricane Harvey have been received and will be used to repair storm-damaged roads, focusing on the San Bernard Moccasin Pond Loop to be completed before MC18.

The Complex so far this year, with favorable weather conditions, have completed the prescribed burning of over a record 17,000 acres. The Complex focused burning on areas that had a lot of surface flooding to mitigate the sprouting of Chinese tallow, which favor wet soil.

The newly inaugurated first Sunday-of-the-month nature walks will continue, including through the summer months. Invitations to participate will be made to both members of Friends and the Texas Master Naturalist – Cradle of Texas Chapter. The next walk will be on the relatively new Brazos River Unit of the SBNWR, adjoining the Columbia Lakes subdivision.

Kim Richardson reported that four **job descriptions** have yet to be submitted: Membership, Migration Celebration Chair, Birds-of-Prey, and website manager. Discussion resolved that the role of Communications Committee Chair should be created; this committee would encompass outreach and our website and other media such as Facebook. Lisa will work on an overall concept of the communications committee.

The role of Historian will be redefined as a task of the Secretary, charged to produce an annual report for use as a prospectus for recruitment of financial sponsors and volunteers. Marty will develop a job description for this task.

Migration Celebration:

Ed reported that he has talked with Stuart Mackenzie about his travel to give the Kickoff fundraiser address. Stuart will be traveling from Tucson to Texas, rather than directly from Toronto. The Friends obligation is for roundtrip coach airfare from Toronto. The arrangement for Stuart, considering his divergent itinerary, is pending.

Both Tenaris and Dow have declined to support MC18.

Dow will not participate with an exhibit. This space will be used for a display on the Bryan Adams memorial, featuring a photo of the bronze stature and a concept drawing of the memorial garden. It will be located next to the Friends recruitment table; this station needs to be staffed.

Judy Green will assume the role of Nature Store Manager, taking over from Krissy Plunkett who is not available because of her new job at Quintana County Park. Krissy has ordered all of the

prizes for Junior Naturalists, and is waiting for the supplier of T-shirts to respond with a design using the San Bernard 50th anniversary logo.

Members were asked to review the MC18 webpage and suggest content changes. One example would be to describe the limited availability of marsh buggy slots.

Outreach: David reported that the official attendance for the Sea Center Texas Nature Day was 666, and that attendance for the Brazoria Heritage day was 750. Dates for the promotion of MC18 at the Brazos Mall have not been set. David will schedule Friday, March 30th (Good Friday) and Saturday, April 14th (the day after the MC18 kickoff fundraiser)

Other Business:

- The board will continue to issue thank you acknowledgment letters to all donors giving at or above the threshold required by government statute; Ed will confirm whether this amount is \$200 or \$250. These letters are signed by the president and/or the treasurer. Dick will send board members a copy of the form letter used for donations. Members may use this letter to acknowledge donation amounts below the threshold amount.
- It was noted that little guidance has been given to new members joining the board. A suggestion was made that an experience board member be assigned to mentor new board recruits. Judy was asked to develop a list of what should be included in the new member orientation package.
- The Complex is paying for EarthQuest Birds-of-Prey programs on April 7th in the community around the Aransas NWR. Jennifer has asked Laura Bonneau of ANWR if she would like to include our hands-on display of reptiles as part of this activity. If so, volunteers will be needed.
- Lisa will ask Christine Rivers for a quote to redo the Friends website page, consistent with the style that Christine used for the MC18 page.

Appendix A

Friends of Brazoria Wildlife Refuge Board Action Register Updated 3/9/2018					
Action Item	Date Initiated	Who?	Due Date?	Status	Comments
Movie on BNWR, highlighting EE opportunities		Tom Schneider, Torry Tvedt	O/B next board meeting	On Going	Lisa to contact Kristine Rivers to determine if she wants to complete the movie. 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.

Develop a New Outdoor Environmental Education Display for our canopy		David/Tom/Lisa	ASAP	On Going	See on Heritage Day if we need to work on this. Flip book with pictures. Lisa to determine what exactly is needed.
Contract for temporary webmaster	3/9/2018	Lisa Myers	TBD	On-Going	Talk to Kristine Rivers to see if she will take on work to update FOBWR website as well as MC website. Noted that a successor for Neal is needed. Note that "the website" includes four websites: FOBWR, MC, BOP School Program, and RJN: http://refugefriends.org/ http://migrationcelebration.org/ http://juniornaturalist.org/ http://birdsofpreytexas.org/
Purchase Leon Skeet Memorial Bench		Mickey	2/15/2017	In progress	No action as of 11/13/17
The Board needs a succession plan for Officers and Board Members and needs to set up a committee to do so. The committee also needs to work on ways to increase membership		Lisa Myers			Lisa to develop plan
Update Friends Brochure		Mickey			Mickey to determine if updates bare needed
Develop mentoring topics for new board members	3/9/2018	Judy, Lisa			
Consolidate job descriptions in Policies & Procedures	2/2/2018	Kim			
Develop job descriptions for role of Communications position	3/9/2018	Kim, Lisa			