

MINUTES OF January 23, 2018 FRIENDS OF THE REFUGE BOD MEETING
MEMBERS PRESENT: Anderson, Carovano, Kilgore, Hart, Hartz, M.Miller, S.Miller, Nelson, Stoeller
MEMBERS ABSENT: Christensen, Fawver, Mays, Squiers, Paquet
OTHERS ATTENDING: Larry Klimek, Jennifer Kuiper

INTRO DATE	ITEM	ACTION NEEDED/TAKEN	BD ACTION	NEXT REPORT DATE	STATUS	PERSON IN CHARGE
1/23/18	CONSENT AGENDA	Consent Agenda included following items:	Carovano/ Anderson		Approved	
	MINUTES OF Nov 2017 MEETING	sent via email		Feb BOD		Kilgore
	FINANCIAL REPORT	sent via email		Feb BOD		Stoeller
	VISITOR SERVICES REPORT	sent via email		Feb BOD		S.Miller
	PHOTO SOCIETY REPORT	sent via email		Feb BOD		Nelson
	RESTORATION REPORT	sent via email		Feb BOD		Squiers
	CAMP REPORT	See agenda discussion item		Feb BOD		Hartz
	MEMBERSHIP REPORT	Sent via email		Feb BOD		Anderson

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NEW BUSINESS						
1/23/18	CAMP DECISION, PLAN FOR 2019	<p>Nelson and Hartz gave background on decision to postpone camp for 2018. Postponing for a year gives us the opportunity to secure funding and review/revise curriculum for reinstatement of 2019 camp.</p> <p>Several possible grant opportunities were mentioned via Metro and City of Sherwood.</p> <p>Hartz said the next Camp planning meeting is on Feb 13.</p>				Nelson
1/23/18	SWOT	<p>The offsite SWOT exercise is scheduled for all day on March 10th at a facility west of Newberg. Participation is by invitation only. There are 25-30 people invited, including all BOD and several key staff and volunteers. Lunch will be provided.</p> <p>RSVP to Nelson</p> <p>Details and orientation to the SWOT process will be provided at the February board meeting. Output from the SWOT exercise will be used to inform the update of our strategic plan.</p>		Feb BOD		Nelson
1/23/18	BIRDFEST BUDGET UPDATE	<p>Stoeller proposed changing the classification of Bird Festival monies from unrestricted to designated.</p> <p>He reminded the BOD that funds classified as designated can only be changed by BOD vote. Whereas, the use of restricted funds is defined by the donor.</p>	Stoeller/Hartz		Approved	Stoeller

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1/23/18	NOV-DEC FUNDRAISING RESULTS	Kilgore reviewed the results of the November Giving Tuesday and December end-of-year donation report (report sent via email). The goal of \$10,000 was met and exceeded by \$3,477. Anderson indicated a need to create a procedure for handling donations.				Kilgore
1/23/18	OTHER NEW BUSINESS	Anderson noted that the wrap for the work party trailer is completed and cost less than budgeted.				All
Unfinished Business						
1/23/18	Open positions on the Board	A proposal to approve adding new board member, Mark Newell, was offered. Other individuals have expressed interest in joining the board and are being explored.	Carovano/Hart		Approved	Nelson/Hartz
1/23/18	10 th anniversary of soft opening of Visitor Center	The celebration of the “soft” opening of Nature’s Overlook store is Feb. 3, 1:00-3:00pm. Invitations were extended to all past and present store volunteers.				S. Miller

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1/23/18	Results of Store December sales	<p>S. Miller reported that this was the best December ever with over \$7,000 in sales.</p> <p>All 49 gift tags for the Sherwood 4 Kids Sake program were fulfilled, most of them within the store. There is potential for us to nearly double the number of tags we can fulfill if it were possible to obtain that many.</p>				S. Miller
1/23/18	Tonquin Quarry update	no update available				Mays
1/23/18	Other items	Jennifer Kuiper mentioned that she would like to explore more partnering of the Friends and the City of Sherwood. Currently they donate the tents for the Bird Festival, but there may be other opportunities as well.				All
ANNOUNCEMENTS						
	REFUGE UPDATE	<p>Larry Klimek provided an update on Chicken Creek restoration and Wapato Lake projects.</p> <p>Chicken Creek is undergoing possible design changes that may affect cost and trails or roads.</p> <p>FWS anticipates funding to replace the pumps at Wapato Lake this year. Next year may include funding to replace the pumphouse bridge which we are hoping to provide temporary pedestrian access for the public in the future. FWS is going through the process to potentially open Wapato Lake NWR to some public uses in late 2019.</p>				Klimek

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		Klimek also acknowledged the one-day shutdown and noted that funding is still temporary at this time. It is unknown if there will be another shutdown with the expiration of the new temporary funding.				
	REPORT VOLUNTEER HOURS FOR PRESIDENTIAL SERVICE AWARDS	Anderson circulated the form to collect volunteer hours for the month of January. If you were not present, please send your January hours to Anderson. The 2017 President's Volunteer Service awards have been ordered and will be presented at February BOD meeting.				Anderson
	E-NEWSLETTER ARTICLES AND DEADLINE	Kilgore announced newsletter articles are due Friday, January 26 th .				Kilgore
	NEXT MEETING	The next Board meeting is Tuesday, February 27th				All
	OTHER/MISC	Jennifer Kuiper requested feedback for the Sherwood City Council regarding available grants. Hartz to explore opportunities.				All