

APPROVED MINUTES FOR MAY 24, 2016 FRIENDS OF THE REFUGE BOD MEETING

MEMBERS PRESENT: Anderson, Carovano, Fawver, Kilgore, Hart, Hartz, Marsh, S.Miller, Nelson, Paquet, Stoeller

MEMBERS ABSENT: French, Goodding, Mays, M.Miller, Squiers, Whitewolf

OTHERS ATTENDING: Erin Holmes, Debbie Marsh, Virginia Parks, Trevor Sheffels, Seth Winkelhake

INTRO DATE	ITEM	ACTION NEEDED/TAKEN	BD ACTION	NEXT REPORT DATE	STATUS	PERSON IN CHARGE
05/24/16	CONSENT AGENDA	Consent Agenda included following items:	Paquet/ Hart		Approved	
	MINUTES	sent via e-mail		JuneBOD		S.Miller
	FINANCIAL REPORT	sent via e-mail		JuneBOD		Stoeller
	VISITOR SERVICES REPORT	sent via e-mail		JuneBOD		S.Miller
	PHOTO SOCIETY REPORT	sent via e-mail		JuneBOD		Nelson
	RESTORATION REPORT	sent via e-mail		JuneBOD		French
	CAMP REPORT	sent via e-mail		JuneBOD		Hartz
05/24/16	FEEDBACK ON TEDDY ROOSEVELT VISIT AND BIRD FESTIVAL	Anderson provided an update on the TRBF; 80 people attended the Teddy event, and the auction netted over \$1,000; about 900 attended the festival, there were no major issues, and surveys were very positive		JuneBOD		Anderson

05/24/16	GOVERNANCE COMMITTEE: STRATEGIC PLAN UPDATE	Marsh reported on recommendations from the Governance Committee; they are recommending a streamlined Strategic Plan to be completed by September 2017, and better coordination of the FOR annual workplan with that of the USFWS so that time frames and activities match more closely; strategies for more Board member participation include availability of a conference phone so that members can attend meetings by phone, better orientation for members, and more participation on committees		JuneBOD		Marsh
05/24/16	PLAN FOR MANAGEMENT OF OAK WOODLAND	Erin Holmes provided an overview of a project to restore the oak woodland on the Atfalati Unit by reducing the number of trees and having a prescribed burn; the woodland was over-planted 10 year ago to allow for tree mortality, which did not happen; some trees will be cut mid-summer, and the burn is scheduled for early October; it will be important to get an appropriate message out to the public about the need to promote healthy habitat, and a communication plan is being developed		JuneBOD		Holmes
05/24/16	ROLLOUT OF URBAN PROGRAM ACCOMPLISHMENT REPORT	Holmes shared the 2015 accomplishments report on the Urban Refuge Program; a broader discussion of the Urban Challenge will be presented at the July 26 Board meeting		JulyBOD		Holmes

05/24/16	ANNOUNCEMENTS:					
	SETH WINKELHAKE	Hartz introduced the new Friends Environmental Education Specialist, Seth Winkelhake				
	FINANCE AND GRANT STATUS	Stoeller reported on some Quickbooks accounting issues that have been corrected				
	REFUGE UPDATE	Erin Holmes announced that Cheryl Hart has been elected to the NWRA Board of Directors and has been asked to chair a Friends Committee; a new Student Conservation Association intern will begin work next week; Clean Water Services is relocating a sewer pipe on the Onion Flats Unit; she is continuing to monitor the Willamette Water Supply and Roy Rogers Rd expansion projects; Trevor Sheffels provided an update on current biologic and restoration projects				
	REPORT VOLUNTEER HOURS FOR PRESIDENTIAL SERVICE AWARDS	Anderson circulated forms for members to record volunteer hours for May				
	E-NEWSLETTER ARTICLES AND DEADLINE	Carovano announced that there is still time to submit articles for the next newsletter, which will not go out until June 7				
	BOARD MEMBER NOTEBOOKS	Anderson announced that she is creating Board notebooks for each member, to include reference material such as the By-laws and the Strategic Plan				
	DUCK STAMP SALES	S.Miller announced that Nature's Overlook will be selling Federal Duck Stamps starting July 1, and she encouraged members who purchase Duck Stamps to consider buying them from the store				