

APPROVED MINUTES OF MAY 23, 2017 FRIENDS OF THE REFUGE BOD MEETING

MEMBERS PRESENT: Carovano, Hart, Hartz, Kilgore, M.Miller, S.Miller, Nelson, Squiers, Stoeller

MEMBERS ABSENT: Anderson, Fawver, Mays, Paquet

OTHERS ATTENDING: Eva Kristofik

INTRO DATE	ITEM	ACTION NEEDED/TAKEN	BD ACTION	NEXT REPORT DATE	STATUS	PERSON IN CHARGE
05/23/17	CONSENT AGENDA	Consent Agenda included following items:	Nelson/ Carovano		Approved (items with *)	
	MINUTES OF APRIL MEETING	sent via e-mail *		JuneBOD		S.Miller
	FINANCIAL REPORT	sent via e-mail *		JuneBOD		Stoeller
	VISITOR SERVICES REPORT	to be sent via e-mail		JuneBOD		S.Miller
	TRBF REPORT	to be sent via e-mail		JuneBOD		Anderson
	PHOTO SOCIETY REPORT	sent via e-mail *		JuneBOD		Nelson
	RESTORATION REPORT	to be sent via e-mail		JuneBOD		Squiers
	CAMP REPORT	sent via e-mail *		JuneBOD		Hartz
	MEMBERSHIP REPORT	to be sent via e-mail		JuneBOD		Anderson
05/23/17	BUILDING COLLABORATION WITH PORTLAND-VANCOUVER FRIENDS GROUPS	Hartz reported that the participants held a conference call to discuss results from their respective board meetings; there is interest in continuing to explore ways to collaborate; the Urban Program has offered funding to get the three boards together for a possible workshop or other activity		June BOD		Hartz
05/23/17	G SUITE UPDATE	Kilgore provided an update on work she is doing to set up a G Suite account for use by the Board, Friends staff and volunteers; G Suite is a cloud-based Google product which includes file sharing, e-mail, calendars, photos, educational material and other features to enhance team communication and collaboration; a committee is also working with her to develop a Friends' Technology Policy; G Suite will not be activated until the policy is approved		June BOD		Kilgore

05/23/17	BIRD FESTIVAL DEBRIEF	Board members discussed the Bird Festival and felt it was very successful, with larger crowds and more diversity than ever before; any minor issues were not things that would have been noticed by the visitors; survey forms completed by visitors are being tabulated and results will be shared at the next meeting; several popular activities (bird houses, duck decoy painting and canvas bag decorating) ran out of supplies and had to close before the festival ended, which disappointed some children; the Board expressed deepest appreciation for the FWS staff participation in making the festival a success		June BOD		Anderson
05/23/17	PROGRESS ON 5-YEAR STRATEGIC PLAN	Hartz shared his edits of sections 8 (Governance) and 9 (Development) of the existing Strategic Plan, as a possible framework for an update to the 5-year plan; he asked that other members who were assigned to those sections in the past review his work and make additional suggestions; he also suggested that part of the section 1 (History) could be shortened or removed, if captured somewhere else in Friends' archives; the interviews with Friends' founders, done last summer by Makayla Hays, needs to be part of the historical record		June BOD		Hartz
05/23/17	OPEN POSITIONS ON THE BOARD	Hartz reminded members that there are open positions on the Board, and to be thinking about people who might be interested in serving; he has spoken with one person who may be interested and who would like to help with fundraising		June BOD		Hartz
05/23/17	TUALATIN ROTARY CLUB "WISH LIST"	Hartz received information from Rotary that the Friends are "first on the list" for funding consideration after their new fiscal year begins July 1		July BOD		Hartz
05/23/17	FRIENDS COMMITTEE CHARTERS	Item tabled until a later meeting due to Anderson's absence		June BOD		Anderson

05/23/17	ANNOUNCEMENTS:					
	REFUGE UPDATE	Eva Kristofik attended to provide an update on Refuge activities; she thanked the Friends for all the work on Bird Festival; Sarah Williams will be able to attend training at NCTC and qualified for a scholarship that was suggested by Chelsea McKinney when she visited the March Board meeting; about 55 people attended the Open House to learn about the Environmental Assessment at Wapato Lake, and the comment period is open until May 31				
	REPORT VOLUNTEER HOURS FOR PRESIDENTIAL SERVICE AWARDS	Anderson was not able to attend the meeting; hours for May will be captured at a later meeting				
	E-NEWSLETTER ARTICLES AND DEADLINE	Articles and photos are due by the date of the Board meeting, but Kilgore announced members could have two extra days to get articles in due to Bird Festival activity				
	NEXT MEETING	The next Board meeting is Tuesday, June 27				