

SAS Board Minutes
March 28, 2017
338 Hawthorne Ave. NE

Present: Ray Temple, Tim Johnson, Judy Brunkal, Lowell Spring, Doug Spencer, Carolyn Homan, Maureen Leong-Kee, Laurie Buswell, administrator Guests: Patricia Farrell, City of Salem; Teresa Byrne
Absent: Michael Babbitt

Call to Order: 6:00 p.m.

Guest Speaker, Patricia Farrell, Parks Planning and Natural Resources Manager for City of Salem –
After introducing Patricia, Ray called for introductions around the room for her benefit.

Before her presentation on the city's Migratory Bird Conservation Strategy, she outlined the city's Parks organization, which includes the Natural Resources and the Operations sections.

The operations staff handles “on-the-ground” work – maintenance, planting, etc. Jennifer Keller is the Public Works director, assisted by Robert Chandler. Patricia and her staff (consisting of Toni Whitler and another planner and part-time natural resource person to be hired) will be working on conservation strategies, grants, park master plans (there are several coming up) and other issues. She said the master plan for Minto Brown's conservation area is done so a more detailed master plan for Minto is down the road.

Migratory Bird Conservation Strategy – She said it was put together rather quickly but can be modified annually.

The City has traditionally honored the international bird protection treaty, always trying to make sure trees are cut before March 1 to protect nesting birds. But she cited an incident last year involving a road project that served as the impetus for the plan. During construction, a culvert was found to contain 12 barn swallow nests. The federal APHIS (Animal and Plant Health Inspection Service) was called to get the nestlings, which were removed to a rehab center. Some nestlings died, not all, but the incident led the city to look at all activities that could impact birds.

Just looking at the variety of city projects that can have effects – painting, power washing, mowing, pruning, engineering (road culverts and other construction, etc.) – showed lots of potential for problems. The plan involved coming up with strategies to avoid impacts: project scoping, timing, nesting prevention. Among issues encountered include the fact that the best time to plan some projects to avoid effects on fish is the summer, but bird nesting takes place spring/summer.

To minimize impacts, the plan calls for crew training, contractor specifications, contractor project management, etc. Crew training has involved work with contracted prison crews to make sure they are aware of potential effects of pruning, mowing, brush removal, etc., and to make sure that if they see birds/nests, etc., they call someone for advice before proceeding.

To mitigate impacts, the plan calls for habitat preservation and restoration; tree and vegetation retention, such as keeping valuable snags, tree plantings, etc. She said things such as snag retention, of course, have to be balanced with public safety and risk factors.

The city has created a Minto Brown Island management calendar with regard to birds and turtles to help crews easily visualize what they can do at different times throughout the year. Crews still have to mow and water in the summer and sometimes mowing more frequently works because it discourages nesting and protects birds in the long run.

The plan means the city is permitted annually by the U.S. Fish and Wildlife Service. They contract with APHIS for advice and help on things like bird removal and rehab. Under the plan, the city is developing information for crews and contractors and will report annually to USFWS. They will adapt the strategy as necessary.

Tim thanked the city for efforts to protect wildlife. He asked about various dispersal methods, including hazing, and was told that it's legal if done by APHIS. Patricia advised SAS members to let John Kleeman at the city know about bird nesting areas (and copy her). Kleeman directs the crews doing mowing, etc.

As for the process for input, she said to send ideas and concerns to her. She will update the plan at the end of the year.

She then gave an update on the Minto Island Conservation Area, the 370 acres at the north end of Minto. Some restoration work, weed removal and planting of natives are being done, thanks to grants from Meyer Memorial Fund and the Oregon Watershed Enhancement Board. Interpretive signs and benches will be installed in various places in the area that connects with the new pedestrian bridge to Riverfront Park.

The pedestrian bridge will have a soft opening at the end of April but will close again later in the summer for removal of temporary piers. The grand opening is planned for September. Friends of Trees will then do plantings along the trail to provide a buffer for wildlife. Six planting events involving volunteers are planned.

The project involves public access into an area that has been pretty secluded, she said, and the city wants to balance access with wildlife conservation. They are looking at guidelines, such as limiting events and numbers of people during nesting. There will be conflicts, however, given that the prime nesting times are also the prime times for walks, races and other activities. The city plans to have trail monitors for larger events to keep people on the trails, etc.

She also noted that the city has hired a ¾-time park ranger, Mike Zieker. He will patrol Minto, Wallace Marine, Riverfront and Marion Square Parks and will work weekends.

Turtle protection will be enhanced if a grant comes through for which the Oregon, Washington and California fish and wildlife departments have applied in order to study and improve habitat for Western Pond and Western Painted turtles. The study also will look at shell disease assessment and other factors. Minto Brown is one of three sites in the Willamette Valley to be included.

Asked how Salem Audubon could help at Minto, she said they need trail docents, educational material development, help with surveys and implementing projects. And they will need eyes and ears when the pedestrian bridge opens.

She said she would plan to report back to Salem Audubon before the end of the year.

Previous meeting's minutes

Carolyn asked for corrections to the February minutes and a motion to approve. Tim noted the correct spelling for Charlotte Hottman's name; under volunteer insurance, Tim and Michael (not Michel) are to report; under IRS filings, Ray noted the misspelling of sign and Tim said the deadline for our IRS filing is May 15 (not February). **Tim made a motion to approve the minutes as corrected; Doug seconded.**

Motion was approved.

Land Stewardship award – Ray reported on the presentation of the Land Stewardship award at the Green Awards banquet March 11. The award – consisting of a certificate, SAS hat and membership, and a bird walk of his choice – was presented to Sam Lea. Judy reported that she and Jonathan Pope have met and done some preliminary work on criteria for use in selecting future nominees.

Review of action items:

- 1) Ray has emailed Stephanie, Mike, Teresa and Eugenia about how they use the SJ, Facebook, etc., to publicize events
- 2) Lowell shared his email to Charlotte Hottman with Doug who responded; the information was shared with the Board. **Action item: Ray will follow up with an invitation to the neighborhood association to attend the May SAS Chapter meeting.**
- 3) Tim will report on volunteer insurance coverage later in the meeting – and Carolyn has emailed her agent about Director's and Officers coverage, also to be discussed later.

- 4) Ray emailed Mark Wigg, and copied the Board, re: the decision to wait for a proposal from the City about a possible purchase of Audubon's Nature Reserve and Minto properties.
- 5) Laurie printed out new price stickers for Yard/Garden sale items.
- 6) Carolyn still needs to summarize the fundraising highlights and other information from the CCI Board Development Workshop.

Doug asked how Board actions taken via email get incorporated into the Board minutes. Ray said that he has learned that meetings via email are not legal but he's unsure about individual issues taken up via email.

Action item: Ray will put this on an agenda as a follow-up.

It was agreed that we could at least recap issues and decisions at a meeting so that the information would be incorporated into the minutes.

Treasurer's Report – Tim

Financials – He reviewed the financial report highlights and said income and expenses are looking good at this point. He said we now have Volunteer insurance in place and that \$300 cost will add to the budget.

He shared the accounting of the Yard and Garden Show results. Income minus costs resulted in a net of \$244.63. He said the event is worth it for the exposure SAS gets.

Insurance – The volunteers' accident insurance policy goes into effect April 1. He asked for ideas about notifying volunteers. The newsletter was suggested, as well as a notice via committees. Maureen said she could repost a call for volunteers and include the insurance coverage information.

The Director's and Officers' policy renewal was discussed. Tim said the 84-page policy is vague about what exactly is covered and the chapter cannot really afford the \$1,000 cost. He said he has a personal umbrella policy that will cover him. Some members questioned whether this coverage is an issue in board recruitment. It was decided to postpone a decision for a month. **Action item: Members need to check with their insurance agents to see if they have personal coverage that would negate the need for a D&O policy.**

Taxes – The return is done and ready for Ray's signature. He emailed to Board for their review. He said the IRS asks for a lot of information re: our 501(c)(3) status, conflict of interest policy, our record of Board actions, etc. Regarding investment accounts, our public support has to be at least 33 1/3% of our total income. This year, we are at 71%, so no danger of violating that standard.

Fundraising plan for 2017 – He shared his outline and highlighted a new event, the Birds and Wine Tour at Willamette Valley Vineyards on May 7. We have done this event, but not at WVV. The focus is WVV's partnership with the Cascades Raptor Center in Eugene to place rehabilitated barn owls and kestrels in the vineyard for natural control of pest populations. Cost is \$50 per person and includes lunch, winetasting and a contribution to SAS.

He said the chapter is up to 7 monthly sustainers now.

He said PayPal has the ability to invoice, which he said could be used with those who have not renewed membership. Lowell said he felt this has the appearance of a bill. Ray recommended taking a month to think about this step.

Tim and Carolyn are planning to write a grant to Salem Foundation to cover SAS woodshop expenses. The deadline is May 1.

Nature Center update/DMT call – Ray

Reporting from Graham's notes, Ray said the Memorandum of Agreement may be final before the Chapter meeting. The NEPA package is in the Portland office, so that is proceeding and we may have certainty about some important elements by the Chapter meeting in May.

A suggestion received during the public input process indicated that the Energy Trust of Oregon may support a higher level of energy efficiency in the Nature Center building.

The FWS's Scott Roberts is working on the construction schedule and it could be shared at the Chapter meeting. There's uncertainty around receipt of road construction money coming in through the Service. Right now, it looks like \$225,000 will come in fiscal year 2018 (next October) and almost \$800,000 in FY 2019. Because the county will allow use of the current entry only for construction, not for public access, we may have to use a gravel access road if the building is done before the road money comes in. The money will come, but the timing is an issue. Doug said that if the project is ready to go, the Service has the ability to move money around from one project to another to avoid delays. But that means designing the road and culvert needs to be a priority so the project is ready to go.

Decision topics

Storage unit check-out list– Carolyn

She said having a check-out list would help keep track of items, such as the SAS banner. She recommended having a check-out list with Laurie in the office so people could sign-in when they come to the office to get the unit key from her. **Action item: Check-out list to be created and kept in the SAS office.**

Information topics

Follow-ups to Yard/Garden, storage unit -- Carolyn

Aging file – Carolyn said that the “blue accordion file” that has been used to organize reference and informational handouts for the Yard/Garden show is worn and will need replacement sooner rather than later. Ray said the file should be replaced as needed.

SAS cups – There is a box of SAS cups in the storage unit, which could be used as volunteer rewards or sold. Tim said he could put them out for sale at Birder's Night and Chapter meetings.

Disposal of treated lumber and shop products – Ray

He said the treated wood that cannot be used for nest boxes was donated to Habitat for Humanity and the nest boxes built with the treated wood have been taken to the dump

SAS agenda – Ray

He wants the Board meeting agenda posted to the website and information put in the Kestrel that the agenda is posted with an open invitation to attend the meetings.

Memorial for Dave Marshall – Ray

There are plans to include a memorial to Dave in the Nature Center. Ray said a private visit to see the site has been planned for Georgia Marshall and Tom McAlister in June and the Board is invited. It will be mid-to late June.

Board elections – Ray

The bylaws call for Board members to be voted on by the membership at the May meeting. The Board then votes on officers. **Action item: Laurie to sort out which Board members have expiring terms and the Board will discuss in April.**

Next meeting – 6 p.m. April 25 at 338 Hawthorne.

Adjournment – 8:30 p.m.