

SAS Board Minutes
June 26, 2018
338 Hawthorne Ave. NE

Present: Ray Temple, Tim Johnson, Michael Babbitt, Carolyn Homan, Doug Spencer, Lowell Spring, Laurie Buswell, administrator **Absent:** Maureen Leong-Kee, Judy Brunkal

Call to Order: Ray called the meeting to order at 6 p.m.

PREVIOUS MONTH'S MINUTES – Carolyn

Ray noted the need to change the “next meeting” date to June 26, not 25. Lowell moved approval as submitted; Michael seconded. Motion carried

Review of Action Items –

1. Laurie shared the updated 2018 Nest Box and Feeder price list.
- 2) Tim said language for a sexual misconduct section for the SAS policy manual is on tonight's agenda. He also is taking a course mid-July on internal investigations and will follow industry standards with any proposed policies.
- 2) Ray said builder's risk insurance is in place.
- 3) On the issue of processing billings, Ray said we have a model to use and have successfully completed a payment. A USFWS employee is reviewing the process.
- 4) The issue of a Board Nominating Committee is on tonight's agenda
- 5) Re: Capital Subaru, Michael said he has not heard back from them regarding the possibility of a joint event.

TREASURER'S REPORT, Tim

Tim shared copies of his financial report via email. The highlight is having \$14,337 in the bank at the end of May and he has yet to draw any money from savings. This, despite the fact that membership is down and some expenses are up.

The financial report delivered to members in May was well received. He had one question about why no report on assets. Ray said we might want to report to members on the status of Nature Center funds next year at the next business meeting. **Action item: Ray to write an article and will share with the Board and then members this fall in the October Kestrel.**

Laurie said she has been getting questions about ground-breaking for the Nature Center and whether there will be a ceremony. She tells them to watch the Kestrel. Ray said we'll talk about this tonight.

Fundraising history and opportunities – Tim shared a run-down of past and current fundraising activities and events and the estimated annual revenue from each, as well as a list of new fundraising opportunities.

New idea: For future appeal letters, Tim recommended including SAS decals as an incentive and as an advertising avenue. He shared a sample decal of the SAS kestrel logo. A motion was made to include decals in the next three appeal letters to judge the response. In discussion, Lowell proposed amending to use the decals as a thank-you to those who donate. Micheal offered a second amendment to change the decal to a clear/static cling model. However, people felt tinted glass in many cars would block the effectiveness.

Tim re-offered the original motion: to include decals in the next three appeals at a cost of about \$400 to increase response and SAS exposure. Lowell seconded. Vote was a tie.

In further discussion, Ray suggested re-proposing using the decal as a thank you. Tim said we could also sell them at events. He made a new motion – to print 500, use them as a thank you and also have them at events for sale at a nominal fee. Doug seconded. Motion carried. Tim will get the white vinyl decal with adhesive backing.

In discussing other fundraising opportunities, Ray said the bottle drop bags went over well at the recent Dancing Oaks Nursery event he and Stephanie attended. He thinks it's worth getting more bags and getting them out at meetings and events.

Tim said Amazon Smile has not worked and he will quit promoting it on the web.

SAS logo caps – Tim said he is ordering more caps, this time in blue. We make about \$10 per cap sold.

Birds and Wine event – This year's event at Cherry Hill drew 16 people. SAS catered it. We spent \$183 and brought in \$800. Tim said people really enjoyed it and birding was phenomenal. He is looking for ways to add more such events.

Regarding other opportunities on the list, Ray had three comments:

1: Display ads in the Kestrel – He is not in favor.

2. Saturday Market booth – Nonprofits can have a booth free if they aren't selling anything. Accepting donations is OK. We could at least share membership forms. It is a great chance to do marketing and outreach.
3. Special trips – Who are you suggesting as leaders? Tim said he hasn't approached anyone; it's just an idea.

The summer youth program at the Nature Center would have to be a day camp.

Insurance coverages – Tim gave a quick thumbnail re: Nature Center insurance. General liability is a must and other are conditional. A volunteer policy is \$300 a year. Sexually improper conduct coverage is very expensive and not required by anyone, but the agent is advising it given the current climate. A \$3,500 cost will go away when the Nature Center conveys to the USFWS.

NATURE CENTER UPDATE –

Ray said the morning's DMT call had 2 points of interest to the Board: 1: Dalke is ready to start July 9 but there's no concurrence from the state on cultural compliance which could delay the start to the end of July. There were no cultural findings in the archaeological report. 2) Refuge roads money for the current year is here which will pay for the design of access points and the box culvert. Sticking point is the in-water work window, which expires in October. If they can't get started in time to get this work done, it will delay the whole project. The Federal Highway Administration may be able to do the design work, which would be quicker. Graham is looking into it.

Doug noted that the Service is going to mow and burn the prairie areas at Ankeny next week. Tim questioned the timing because of birds breeding. **Action item: Ray will call Graham about this.**

New agenda item – Ray broached the idea of every-other month Board meeting schedule, with the option to meet in the interim month if there is a critical issue needing Board vote.

Doug said the Friends's groups has started it for the summer months.

The issue of having a more social aspect to some meetings also was raised. Doug said the Friends' annual business meeting in September is a pot luck/barbecue for which Friends provide meats, drinks, utensils, etc. The group holds nominations and voting at the meeting. Other events have included an ice cream social and open houses. These bring members closer to the organization and work as an outreach for the refuge, too.

Ray likes the idea of a social meeting element for SAS. It's possible that the next business meeting could be held at the Nature Center in the fall of 2019.

As for Board meetings, SAS can make some decisions via email. Conference calls also are an option. Tim wondered if progress toward action items might slip.

It was emphasized that we would retain the 4th Tuesday as the meeting day and Laurie will keep the room reserved monthly.

Ray moved that we give this a try for four months, meeting next in August and then October, and then evaluate the change. Michael seconded. The motion passed.

Saturday Market participation – **Action item: Ray will make application for the second half of September, maybe Sept. 22.**

Ray also advocated doing the Dancing Oaks event again next year and get volunteers for it.

Bird box pricing – Ray moved that we adopt the updated 2018 list with the exception of Mason bee tubes and blocks and adjust the barn owl price to \$65 for private commercial customers. Lowell had suggested making the barn owl price the same as wood duck because the barn owl box is complicated to build.

Carolyn seconded. Motion passed.

Next meeting – 6 pm., **AUGUST 28**, 2018 at 338 Hawthorne

Adjournment – 8:05 p.m.