

**SAS Board Minutes**  
**April 23, 2019**  
**338 Hawthorne Ave. NE**

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

**Call to Order:** Ray called the meeting to order at 6:05 p.m.

**Previous month's minutes** – Two corrections to note: Pg. 1 re: who can sign for SAS – Secretary (add a “y”). Pg. 2 re: monthly financial summary having a \$6,121 surplus (not reserve.) Tim moved that the minutes be approved as corrected; Doug seconded. Motion carried.

**Review of Action Items** – 1. Tim to draft Kestrel item re: Board elections. Done 2. Tim to codify and bring back a modified draft of a reimbursement policy. On the agenda. 3. Judy to organize the SAS booth at Saturday Market in May. On agenda to discuss.

**Discussion topics –**

**Nature Center update** – Ray reported on the main message from the morning's conference call – ongoing work to resolve water quality issues with the Center's well. If the third test for Coliform bacteria comes back positive, the Service's contractor will work on resolutions. This is to meet state standards. Testing to meet the Service's stricter standards is yet to start and may require a more complicated remedial effort.

After well issues are handled, there will be a final walk-through to ensure the building conforms to all the contract specifications. Once that's done, the transfer to the Service can be completed. Ray said it looks like another 6 months of insurance payments we did not expect before the transfer can be made.

Tim asked about the how the actual transfer will happen. Ray said he has a conveyance letter drafted. The Service will fill in details and the SAS will just need to sign.

**Travel reimbursement policy** – Tim has made changes re: mileage and preauthorization and the requirement for reimbursement “with receipts.” He said the IRS wants to see this kind of documentation.

**\*Action item: Ray will review the final draft and the board can vote at the next meeting.**

**Friends Board meeting** – Tim attended a recent session to learn more about the Friends operation, its committees and if there are activities that SAS might adopt to revitalize membership and programs here. Friends has an Outreach committee that conducts events on a much wider range of topics than SAS. The group sponsors First Sunday events with guest speakers. The Program committee is always looking for ideas and some of their programs are shared at area senior centers. They also have a Biology Committee that takes on research projects. **Brian Root**, FWS Biologist for the Willamette Valley Refuge Complex, **leads** this committee.

The Friends operate the Nature Store at Finley and they are always looking for ideas to boost sales and to plan marketing events. Doug said the Executive Committee is also active. One reason for the Friends' varied activities is their proximity to Oregon State University and the influence of university students, faculty and retired faculty among membership. But Tim believes this kind of citizen science might be attractive to many of Salem Audubon's members as well.

**Insurance proposal – Tim**

He said he is meeting Monday with Diane at our agency to discuss the SAS policy. One question concerns the need for field trip leader liability coverage. We have gotten a quote of \$10 per field trip, totaling \$500/year. However, a recent policy summary did not include that so he will clear up that matter with Diane. It's also been recommended that SAS pay \$300 for a medical insurance policy for field trip participants. The liability protection seems more practical.

Ray suggested Tim talk with other chapters about what coverage they provide when he attends the upcoming Oregon Audubon spring conference. The issue of adding "waiver" language to the field trip sign-ups was raised. Ray suggested asking other chapters about that, too.

**Treasurer's Report, Tim –**

He had one revision to the information emailed to the Board. The Unrestricted Operating Money Market and Investment accounts are \$402,686, **down** from last month's \$403,807.31 figure, not up as he wrote. He said a surplus of \$7,943 will be carried forward but we only have one more appeal to sustain us to the start of the next fiscal year in September.

Ray said that after the May Birder's Nite, he will get the attendance and then will need final figures from Tim on room rental to plug into the Marion Soil and Water Conservation District Meeting CLEAR grant request

**Outreach Show and Tell, Ray –**

The challenge is to get event participants to stop by your booth so you can talk with them. The discussion revolved around what might pull people in. At a Saturday Market booth that Stephanie worked featured Monarch butterflies in the décor since that was the focus and it proved very attractive. At the Oregon Garden booth she worked, the topic was Mason bees and having actual bees on display worked well. He said Maureen has volunteered to get some materials together for some games and other projects to involved those who stop by the SAS booth. Nests, photos, bird song recordings and some of the stuffed bird specimens we have all would help attract visitors to an SAS booth.

**Saturday Market booth –** Judy said she has volunteers lined up for the May 18 event. She plans to have five or six bird nests and Stephanie will provide photos of the birds that build that kind of nest. Maureen will get a game together for use. She asked for help lining up tables and a shade cover. Tim has a cover and a line on some economical tables for sale locally. The SAS tables stored at the wood shop are too heavy to easily transport and set up.

Ray suggested thinking more strategically re: volunteers and perhaps focus on Yard/Garden, Saturday Market and Earth Day, developing a cadre of volunteers around those main events.

**Adjourn:** Meeting adjourned at 7:30 p.m.

**Next Board meeting:** Election of Board Members at Birder's Nite, 6 p.m., at First United Methodist Church.

**Next Regular Board meeting, NOTE CHANGE IN DAY --** 6 p.m. May 21, 338 Hawthorne NE, Salem, OR