

SAS Board Minutes
Nov. 26, 2019
338 Hawthorne Ave. NE

Present: Tim Johnson, Michael Babbitt, Lowell Spring, Maureen Leong-Kee, Carolyn Homan, Laurie Buswell, administrator

Absent (excused): Doug Spencer, Judy Brunkal

Guest: Cynthia Donald

Call to Order: Tim called the meeting to order at 6:05 p.m. and welcomed guest Cynthia Donald, a prospective new Board member.

Review of previous meeting's minutes (October 2019) – Carolyn asked for a motion to approve. Tim noted a correction for Pg. 2 under Nature Center capital campaign – He “visited” Michelle Miller – did not get an email. Lowell moved approval of the minutes as corrected, Michael seconded. Motion carried.

Review of October financial report – There were no questions

Action items

Prospective new Board member – Tim asked for a motion to approve Cynthia Donald as a new Salem Audubon Board member. Michael so moved; Carolyn seconded. Motion carried.

Proposal to cancel December Board meeting – Tim suggested canceling the meeting, since it falls on Dec. 24. The Board agreed, with the caveat that we can reschedule if pressing business arises.

Proposed FY 2019-20 Budget – Tim reviewed the proposal he prepared. Unrestricted income of \$38,310 is down because he lowered the Yard/Garden estimate (because this year was far short of estimate – \$333 actual; \$1,000 budget) and Birdathon not having the momentum it had this year with the “Year of the Bird” promotion (\$1,374 actual; \$1,240 budget).

On the expense side, totals came to \$45,320, a slight increase from this year. Increases included another \$2,000 for Kestrel printing because this year's \$2,200 total was up a lot from 2018-19's \$1,033. Bookkeeping expense is now budgeted at \$6,000. Although actual costs were only \$4,668 this year, they were \$5,100 last year and that rates have increased. He added \$100 to the Nature Reserve total to cover the proposed Don Christensen memorial. In all, expenses exceed budgeted income by \$7,010, which will require a draw from the investment account. He will look for ways to cut expenses, but the investment account generates about \$16,000 a year in interest, so we should be protected from uncertainty. The goal is to never draw the full amount of interest and we have never had to.

As an added fundraiser, Tim said he would like to try a raffle with one or two of the duck prints SAS has been given. It was decided to try a raffle at December Birder's Nite.

Michael moved acceptance of the proposed 2019-20 budget; Lowell seconded. Motion carried.

Proposal to release \$200,000 of unrestricted operations investment funds and \$50,000 restricted investment funds to use toward design/build of the Dave Marshall Classroom at the Nature Center – Tim had proposed today to the Design Management Team that the Dave Marshall Classroom be the next construction target at Ankeny Hill. Total cost is about \$500,000. His reasons included a smaller operational load for this classroom; construction of it would be less disruptive to classes at Gehlar Hall than the build out of that element; and we are closer to the funding goal of the Marshall piece. By releasing \$250,000 of Audubon funds, adding Georgia Marshall's \$50,000 pledge, plus \$21,500 in other donations, as of today, we have \$178,500 to raise. That could change as designs are finalized.

Lowell moved that SAS release \$200,000 of unrestricted operations investment funds and \$50,000 in restricted investment funds to use toward design/build of the Dave Marshall Classroom. Michael seconded. Motion carried.

Tim noted that the restricted investment fund will still have \$334,010 left even after moving the \$50,000. He said we need a vision for the building, which Samantha Johnson will work on. It will include unique deliverables of the Marshall Classroom. She completed the Nature Center work plan and gave it to the DMT today. ***Action Item: Tim will share that work plan with the Board.**

Tim said the DMT authorized him to talk with Dalke Construction about getting a conceptual plan and cost estimate. Graham said he thinks a conceptual plan could cost around \$10,000. He also thinks we can manage this construction piece in-house rather than hiring a construction manager, which will save about \$75,000. Tim said he will work with Graham on the next steps.

Establish goals for coming year:

- Developing, marketing SAS ed programs at the Nature Center and through Traveling Ed Program – Selling the N. Center as a regional resource to area educators is a goal. Tim said he gave Cynthia some information and she is interested in the project, working along with Lowell. Among pertinent questions: What about Latino community, home schoolers and others, including adult audiences such as retirement centers? Jenny Ammon, with Marion SWCD, has been attending professional development days for teachers and making them aware of Nature Center and the opportunities represented.
- Revising SAS articles of incorporation – Tim pointed to one needed change: the dissolution article, since most of SAS assets are at the Nature Center, which should go to the U.S. Fish & Wildlife Service should SAS disband. ***Action item: Tim will explore some language and bring it to the Board.**
- Develop a plan for 2020 public events – Yard & Garden Show is always on the list. ***Action item: Tim will take a first try at a list of events for SAS participation and bring it to the Board.** Will need to prioritize and ID a leader for each event and create list of needed materials (banner, canopy, handouts, etc.) ***Action item: Laurie will contact Salem Tent and Awning about getting a smaller banner with SAS name on it that can be used with a canopy.** Re: organizing events, Michael said he would organize Y&G again and Lowell will handle nest boxes at Silver falls on Mother's Day and Christmas. Discussed adding events calendar to Facebook and the Kestrel; it is linked on web.

Informational items

Change to Oregon rules on nonprofit Board votes by email – Tim learned of SB260, which takes effect Jan. 1, at recent nonprofit training seminar. We'll need to make sure SAS policy still is viable. There may be other pertinent changes as well.

Fall Oregon Audubon Council meeting (focus on conservation) – Tim attended. Bob Salinger, Portland Audubon, is preparing an update to conservation priorities. ***Action item: Tim will distribute when he receives it.** He also learned about Acopian BirdSavers parachord product to avoid bird strikes. He's tried it and finds it works very well. Looking at this for Nature Center.

Potential native backyard habitat certification – Stephanie Hazen is recommending Salem Audubon create a program. She's working on a goal and target audience. SAS can't add any employees to handle any such program, however.

Nature Center update:

Lee Slatum native plant proposal – Lee presented the Service with a 20-page proposal to acquire and plant natives around the Nature Center. Proposal was well received.

Meeting with Dave Landkamer, president of Friends group – Tim met with Dave about our shared goal for a Nature Center and asked for help in achieving the project. Dave is interested and was glad to hear that the center is viewed as a regional resource. Tim will make a presentation to the Friends group in February to share the goals and fundraising need. Tim also learned that the Friends would like an element at the Center that they can call their own. That revealed a need for better communication, because it was thought that the Overlook and trails system were Friends' efforts. Tim said specific recognition of their contributions is needed.

Next steps at N.C. –

Transfer of ownership – Should happen in January. We can then cancel builders' insurance, saving \$350. Tim said Service should contract in February for parking lot construction.

Operating procedures – Samantha working on these. Need to include operating expenses and sources of operating revenue.

Opening celebration planning – This can resume now that Samantha's back.

Bird strike prevention – Need to acquire the Acopian product and proceed with installation.

Website/wifi details – Tim is handling

Don Christensen memorial – Michael said Lee Slatum is on board with creating a memorial, although he has a different idea that involves a grove of madrones, along with a rock and a plaque. Michael is fine with those ideas.

Adjourn: Meeting adjourned at 8:05 p.m.

Next Board meeting: 6 p.m. Jan. 28, 338 Hawthorne NE, Salem, OR