

SAS Board Minutes
June 23, 2020
Ankeny Hill Nature Center

Attending: Tim Johnson, Michael Babbitt, Cynthia Donald, Carolyn Homan, Doug Spencer, Lowell Spring, Judy Brunkal, Maureen Leong-Kee and Laurie Buswell, administrator **Guest:** Mike Unger

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

Zoom webinars update, Mike Unger – He obtained the Zoom subscription (cost was \$46.74/mo. Instead of projected \$55) and shared handout on progress. An occasional lag in video is an issue to be worked out. People are signing up via Zoom, which tracks registrations, and Tim has linked it to SAS's PayPal account, so the sign-up process is very smooth. Classes are advertised on SAS website, Facebook Events calendar, and Statesman Journal events calendar, the Kestrel and an email to field trips list. He's testing various options -- different days and times, classes that are free and some for a fee. Signups are going well – the Owls class on July 25 has 11 already and that class has a \$10 fee.

In other updates, the SAS Facebook page has 800 "likes" and 880 followers (updates are posted to their timelines). He said he would work on getting some demographic information on the followers, which could be useful in promotion. He is working on a September webinar and may do something to promote interest in the Nature Center, such as a class on the rare birds that can be seen at Ankeny at that time of year.

Resuming birding field trips – Tim had emailed a proposal to field trip leaders about the possibility of restarting birding outings. He has received responses from all but Glen. Most favored resuming outings and favored limiting participation to 10 unless there are two leaders. Tim said it would require preregistration, people would be asked to sign a waiver (which we already do) and wear masks and keep social distancing. Some favor a format that has the group birding in one place, such as Parking Lot 3 at Minto. It would be shorter duration and easier to keep social distancing. It was decided to plan an outing and see what the response is. Several leaders have said they are willing to participate.

Minutes from May – Cynthia moved the minutes be approved as submitted; Lowell seconded. Motion carried unanimously.

Review of Action Items – 1) Laurie did secure a date for an SAS Saturday Market booth on September 12. Judy agreed to take the lead. Tim suggested it might be an opportunity to promote diversity with a brochure in Spanish and/or some birding trip information. Maureen asked about booth layout, which should be done with an eye to preventing crowding.
2) Summary of ORS Article 65.212 – Tim provided copies of this article, to which the Board tied its bylaw change regarding voting via email. Currently, for a Board to be able to vote by email, the article requires a Board to have the email address for all its members. Members must be sent the proposal and voting deadline information. If the majority of the Board votes yes by email, the measure takes effect immediately. The change then must be included in the minutes of the subsequent in-person meeting. A copy of this ORS Article should be kept with the bylaws, reflecting the provisions referred to in SAS Article 7. A copy of the bylaws was signed by the officers and dated May 26, the effective date of passage of the change to Article 7.
3) Restarting field trips – See discussion above

Committee Reports

Education – It was agreed the focus should shift to the Nature Center. One idea – to get bus trips set up to bring students to the Nature Center. Lowell suggested plugging into the Salem school system. Outdoor classroom to be built next summer. ***Action item: Lowell to take the lead on getting some programs together for Nature Center.** Judy and Cynthia can help. Jenny Ammons with Marion SWCD also suggested.

Diversity – Tim shared copies of diversity statement published in the Kestrel. Board needs to devise strategies to accomplish stated goals. Tim suggested having a presence at various Latino festivals with Audubon materials in Spanish in addition to the bird list, which has been translated.

Having field trips for Spanish speakers could be a goal. It was suggested the FWS intern, Isabel (last name??) could help. Doug suggested tying into one of her programs to make a connection and perhaps get participants involved in SAS.

Carolyn suggested PSAs on Hispanic radio stations (Woodburn and elsewhere) to run event notices.

Maureen suggested outreach to Chemeketa or Western Oregon, which both have programs and clubs for Latino students. There might be events in which SAS could participate.

Michael has a colleague who is interested in helping with this. ***Action item: Michael will follow up with him.**

Tim said he wants to prioritize diversity outreach and charged Board with finding ways. *Action item for all Board members: Read the link to City of Salem's marketing document, which Tim emailed.

Diversity statement in the SAS bylaws – Does it need change?

“Article XIII – The Society does not discriminate in employment on the basis of race, color, religion, sex, sexual orientation, age, disability, national or ethnic origin or veteran status, nor does it discriminate on any such basis with respect to its activities, programs or policies. The policy of the Society is to abide by all federal, state and local laws prohibiting such discrimination.”

Cynthia suggested removing “in employment” from the first sentence. A motion was made to that effect but in discussion, it was suggested removing the last sentence and adding words that show support for anti-racism efforts. ***Action item: Michael agreed to come up with some new language.**

Nature Center Update

1) Funding and construction of tables using oak from the Ankeny Hill tree are complete. **2)** Work on Refuge roads well under way. **3)** The Regional FWS office has \$56,000 for the design/build of the Outdoor Explore Play area and planning is proceeding. Sam thinks funding is sufficient. She has engaged Quatrefort, of Portland, and the area could be ready in time for the grand opening. **4)** Funding still needed for the teaching resource kits and other materials and items for the grand opening. Sam is revising the Letter of Inquiry to fund these items. Target foundations include Healy Foundation and Willamette Habitat Fund. SAS is obliged to provide \$5,000 toward these items. **5)** Question was raised as to who would manage the outdoor classroom contract. Service will not hire a construction manager this time. Graham wants SAS to take the lead again as Ray did before. Requires hiring someone to manage the process and inspect the work. Can hire a contractor. Cynthia said the person hired has to be certified. Doug suggested a recent FWS retiree who could handle it; Tim said Dalke could provide an inspector. Mike and Doug agreed to sit in on meetings with the inspector and contractor, as they did on Gehlar Hall construction. ***Action item: Tim will talk with Dalke.**

6) Website design – Tim needs volunteer to take on adding content. Request included in the Kestrel. (Side note: Also need new chairs for Field Trip and Birder's Nite Committees. Lowell suggested contacting Wes Craven re: Field Trip post. Judy said she would think about the Birder's Nite job.)

7) Fundraising – a) Graham got feedback from FWS Solicitor re: fundraising agreement and “donor vetting” is an issue. We may have to use the Department of Interior vetting checklist for donors of \$25,000 or more. Questions re: what all this means, including gifts such as Mark Gehlar's, given that it happened over 10 years ago. b) Re: collaborating with the Friends group on fundraising, Tim said a letter has just gone out in their newsletter asking for Nature Center support and the two groups will be collaborating on a joint fund letter in the future. c) Ankeny Hill Winery – Doug visited here recently and talked to the manager, who requested a brochure because they get many questions regarding the Ankeny Hill project. Doug asked if they would like to be involved in the opening and she said she was interested. Tim said this could be discussed during the conference call June 24 on grand opening planning. d) Tim shared a list of gifts/pledges so far. All gifts \$500 or more will be recognized on a donor wall. Michael has taken on the job of tracking and thanking campaign gifts/pledges.

Financial report

Financial position --Tim shared the monthly financial documents

Cost savings – As the office lease with Marion SWCD expires, there are issues to consider, including having Laurie work from home, which she is thinking about. Tim said there are connected issues with that, including phone and Internet costs. Savings could be \$4,000 or so, however. In the meantime, Tim would like to move to a month-to-month lease arrangement, even though it could mean an increase in the monthly rent. Tim moved that SAS ask Marion SWCD for month-to-month rental terms. Judy seconded. In discussion, Cynthia said we need to explore the options. Motion passed unanimously.

Quick Books is another big expense at \$3,500/year. The firm also handles payroll and accounts receivable, however, so a switch to just Access isn't simple. *Action item: Tim will talk with the accountant about this. We also need to make sure any change complies with 501c3 requirements.

Adjourn: Meeting adjourned at 8:15 p.m.

Next Board meeting: 6 p.m. July 28, location or format TBA