

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

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

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

Previous month's minutes – Michael moved that the minutes be approved as submitted; Tim seconded. Motion carried.

Review of Action Items – 1. Michael to email Board a list of volunteer openings for Yard/Garden show. Done 2. Ray to send Facilities Use Agreement to the Board. Done. 3. Lowell to continue work to revise and simplify education program scholarship request form for teachers. 4. Tim to revise bylaws and bring them to next Board meeting. Done and on the agenda 5. Laurie to sort out which Board members need to be re-elected. All positions are up for re-election except Maureen's.

Discussion topics –

Leadership transition discussion, Tim and Michael – According to the bylaws, the SAS membership elects new directors, which will happen this year at the May Birder's Nite. ***Action item: Tim to put an item in the Kestrel regarding elections in May.**

As for transition, Tim has offered to step up as President. He checked the bylaws and found no restriction on him remaining as Treasurer, but would cede that to someone. Most Board members agreed it would be easier to find another candidate for President than Treasurer, now that the Nature Center Phase 1 is mostly complete. Ray said he would continue on the DMT through the May meeting. Tim will either take it on then or select someone else.

To ease the burden of the Presidency on Tim, Michael offered to help out by writing the monthly Kestrel message, preparing the agendas, etc. Ray suggested formalizing that as a Vice Presidency. Michael agreed to that.

The Board agreed that we need to have more than one officer as a signatory, so either the President and Vice President or President and Secretary, since President and Treasurer now will be the same person. Note: The May Board meeting will be the 21st, a week early, following elections at Birder's Nite, May 14th.

Attendance at OAC annual meetings (Spring education focus; Fall conservation strategies) and possible reimbursement policy for expenses incurred – Ray said Board representation at these statewide meetings has been ad hoc. If Board wants to send a representative, we need to discuss a policy for reimbursement, given the expense of these conferences. In exchange, the representative should be expected to report back.

Tim shared the result of research he did re: reimbursement for SAS-related business expenses – An “Accountable Plan” and Reimbursement Form” draft. Some questions included that we would reimburse costs in addition to conference registration, which would be paid in full; that the attendee would need to provide receipts for all expenses; the need to add a mileage element to the form. It was agreed that attendance and expense reimbursement would depend on Board pre-approval. ***Action item: Tim will codify the discussion and bring back a modified draft form to the Board.**

Bylaw revisions – Tim

He provided a copy of the bylaws with proposed revisions:

- 1) Article IV – Removing “Any Board member may be removed by a majority vote of the Board.” Since Board members are elected by SAS membership, removal should be by membership.
- 2) Article VII – 1st graph: Adding: With Board approval, the President may cancel a monthly board meeting if there are no pressing matters that can't be delayed for consideration by the board until the following regular board meeting. 2nd graph re: voting by email: Adding – For a motion and vote to be approved by email, all Board members must be in agreement.

3) Article X – COMMITMENTS – Eliminating this clause

Lowell moved approval of the suggested amendments. Michael seconded. Motion carried.

Treasurer's Report

Tim had shared the monthly summary via email. He noted a \$6,121 surplus to carry forward, in large part because the end-of-year appeal did well and membership renewals have been strong. We will have one more appeal in May or June, so these funds will have to carry us until fall. He said there was a “surprise” re: our insurance coverage in that they have added \$500 to cover field trip leaders. The agent is working on renegotiating this extra fee.

He said the net income for the Yard-Garden Show was \$1,100 but he feels the main value of this event is the positive outreach to the public that is achieved.

Ray said he has applied for the Education CLEAR grant and it will be coming before the Marion Soil and Water Conservation District Board April 3. He has contacted Eugenia for information in order to file the Meeting CLEAR grant and the MSWCD Board should act on that in May.

Tim said he has been approved as a member of the Marion SWCD Budget Review Committee. He will have to recuse on any deliberations regarding SAS applications.

Yard-Garden overview, Michael – He said his main take-away regarding preparations is just don't procrastinate. Books and literature were secured but getting an earlier start would have helped. Getting volunteers on board earlier also would have been advantageous. Whether to have a pre-show training for volunteers is still an issue. If we get many new volunteers in future, a training will be necessary. It worked without a training this year because a veteran and/or Board member was at the booth all the time to handle the money. He also said he and Mary Ritter would like to get a better inventory of what we have at the storage area. And we definitely need a replacement for the dilapidated accordion file.

Tim noted the receipt at the show of two “Bennys,” the anonymously donated \$100 bills that have been showing up around Salem for several years. SAS will use the money for scholarships for the traveling education program.

Collaboration with Assistance League, Tim – He was contacted by them about collaborating on an event to help feed and clothe kids. While the Board agreed it's a worthwhile cause, there is not a strong enough connection to the SAS mission to warrant proceeding.

Saturday Market booth opportunity, Maureen – She has sent out a general email to recruit volunteers to organize and staff a booth at Saturday Market a couple times this season. She said she has had no responses but will ask Mike to post the information to Facebook. ***Action item: Judy offered to organize the effort for a May Saturday. She will work with Maureen to secure a date.** Ray suggested contacting the Marion SWCD representative who organized their booth in 2018 about what it entails.

Adjourn: Meeting adjourned at 7:45 p.m.

Next Board meeting: April 23, 6 p.m., at 338 Hawthorne NE.