



**Minutes of the Board Meeting**  
**of the Friends of Brazoria Wildlife Refuges**  
**July 10, 2020 (approved at 11Sep20 board meeting)**  
**Online Meeting**

**Board Attendees:** Ed Barrios, Mickey Dufilho, Phil Huxford, Lisa Myers, Kim Richardson, Dick Schaffhausen, Oron Adkins, Herb Myers

**Absent Board Members:** Marty Cornell (excused), David Plunkett

**Staff Attendees:** Jennifer Sanchez, Tom Schneider

**General Member Attendee:** Mike Lange

A quorum being present, President Lisa Myers starting the meeting at 1:38 pm

The **Minutes of the March 13, 2020 meeting of the Board** were unanimously approved, as amended, after a motion by Kim and a second by Ed.

**Financials:** Financials were reviewed and approved unanimously after a motion by Mickey and a second by Oron.

**Mike Lange – Land acquisition:** Mike reported the passing of Tom Smith on April 5 at 89 years of age. Tom was personally responsible for helping to obtain 2 million acres for the Refuge system. Many acres were added to Texas Mid-coast Refuge System and other refuges in Texas because of Tom's efforts. The board wants to find a way to recognize Tom in an appropriate way. This was added to the action register.

Mike and USFWS staff have made good progress on purchasing 4,769 acres in Wharton County. The Migratory Bird Conservation Commission (MBCC) has approved the boundary and purchase price of \$13,570,000 and has so far provided \$2,250,000 with more to follow. The Knobloch Foundation has pledged \$1,357,000 if we can find a 50% matching grant. Mike is working with the Nature Conservancy to see if they will purchase the land and hold it until the additional monies can be obtained from MBCC and other sources.

Mike is also working on the Spears Tract, a heavily wooded, 250 acres on Oyster Creek. The owner donated a conservation easement to the Refuge many years ago and now wants to sell the remaining interests to the Refuge. The land has been appraised and the price has been reviewed and approved by the Department of Interior review appraisers. A funding source has not yet been identified. This is a very beautiful tract with many acres along Oyster Creek and would be a very good addition.

A piece of property on the corner of CR306 and 2918 would complete additions along County Road 306 Road in that area. The Trull Foundation has given \$10,000 toward the project, which the Friends is holding. Approximately \$20,000 will need to be raised to acquire this tract. An appraisal is underway.

Mike closed on an additional 79 acres of the Angleton Prairie, which is now owned by the Galveston Bay Foundation (GBF) and totals 114 acres. GBF will be donating a conservation easement to the Refuge for further protection of the land. This prairie will be named the Flo Hannah Prairie.

Two more tracts were closed on Follets Island, and there are more to come. Those tracts are now owned by TPWD. The GBF has taken the lead to acquire Follets Island tracts. Mike is working in partnership with GBF on those acquisitions.

**Funding for Administrative Expenses** – The board discussed some options to fund administrative expenses.

- Take a % from donations, grants, etc.
- Dick will look at the grant agreement for Houston Endowment and see if we can include an administrative fee.
- Dick will review the records to get an estimate how much money we currently spend on administrative items.

**Kim – Nominating committee** – New board members and succession plan. Kim again reminded us we need a succession plan and a list of jobs that need to be filled. For example, Kim said we need a webmaster and a historian. Kim asked members to give her a list of needs for new board members and suggestions for new board members.

**Outreach** – We do not know what the school needs will be. Jennifer suggested that we provide some hands-on kits to the school that the teachers could use. A team was established to develop some school activities. The team is Ed, Herb, Tom and maybe Ruby.

- Quintana Nature Day will still be held with 10 participants.
- Family Day Oct. 24 – The board thinks that this event should be cancelled and instead substitute monthly activities for families on a weekend day, when it is cooler
  - Trail walks for families. Keep groups small. Have several leaders to keep groups small. Need to have portable toilets available
  - Sign up for a Kayak Trip
  - We could post the walks on Brazoria County Park website, our website, Facebook
  - Scavenger hunt on Bobcat Woods trail. Develop a list, do a bark rubbing, etc.
  - Develop a trail guide for self-guided walk at BNWR. Mickey, Lisa and Ruby will help with trail guide.

#### **Refuge Update – Jennifer -**

- There was a blowout of Long Pond, into Chocolate Bay. Refuge has obligated \$250,000 from oil and gas restoration funds to Ducks Unlimited to complete engineering and design, permitting and construction of a plug in the blowout.
- The land separating Oyster Lake from West Bay was reduced to a sliver prior to efforts to place rip rap near the shore. The Galveston Bay Foundation wants to expand the project and place rip rap along the West Bay Shore to the Intracoastal Waterway going north and Bastrop Bayou going south to further protect the lake and marsh.
- The black rail is proposed as a threatened species and the refuge will manage as if the bird is already listed. This will impact burn rotations and limit the amount of habitat that can be manipulated on an annual basis.
- Hunt and Fish plan for Brazoria NWR – The refuge is working on the opening package, including a new Hunt and Fish Plan, Environmental Assessment and Compatibility Determinations to open parts of the refuge dove/pigeon hunting, and opening Cannan Bend for general recreation and fishing for the 2021 – 22 seasons.
- Habitat work – The refuges have been focusing on wetland management with herbicide application and operation of a large agricultural tractor for disking impoundments.
- BioBlitz at Big Pond will occur August (7 was added later), 8 and 9. Participants will use iNaturalist to log flora and fauna each morning. The BioBlitz needs to be advertised to the Master Naturalists and others. We need to provide water and snacks. (Note this was later rescheduled for Hudson Woods Unit because of cellular connectivity problems at Big Pond and expanded to include BNWR and SBNWR)

**Oron Atkins** – Work continues on Bobcat Woods Trail and will be complete in a few weeks. The next phase is building two spurs from the boardwalk to the slough, rehabilitating a water well to maintain a minimal water level in the adjoining slough, and installing benches and signs.

**Action Register was reviewed and changes were made.**

**New action items.**

- Establish a Team to honor Tom Smith in appropriate way.
- Dick will review our history to get an estimate of how much money we have spent for administrative activities
- Dick will look at the Houston Foundation Grant to see if we can include an administrative fee
- All – Send Kim suggestions for new board members and what slots need to be filled, e.g., webmaster, historian
- Hands on activity kits for schools – Ed, Herb, Tom – Lisa to ask Ruby if she want to join the committee.
- Develop a Guide for Bobcat Woods Trail for a self-guided walk. Mickey will take the lead and Lisa and Ruby will be on the team; Lisa and Herb will explore a guide for BNWR
- Need volunteers to help with refreshments BioBlitz – advertising and providing water and snacks the days of the event. (Lisa later determined that she could handle this.)

Submitted by Mickey Dufilho, Acting Secretary, Friends of Brazoria Wildlife Refuges.

<u>JUNE 2020 Final To July 6th</u>	<b>FOBWR FINANCIAL</b>	<b>STATEMENT</b>		
TDECU				\$62,397.16
Merrill Lynch				\$419,618.39
Cedar Lake Cut Lands Receivable				\$8,000.00
Bobcat Woods Grant Receivable				\$41,723.86
<b><u>ACCOUNT BALANCE</u></b>	-			<b>\$531,739.41</b>
-	-			
<b>FUNDED GRANTS and ALLOCATED FUNDS</b>	<b>Grantor</b>	<b>Total Awarded</b>	<b>Amount Spent</b>	<b>Amt Available</b>
20131230 McGovern Brazoria NWR non committed	Kathrine McGovern	\$245,279.33	\$109,578.27	\$135,701.06
20131220 McGovern San Bernard NWR	Katherine McGovern	\$117,000.00	\$69,271.29	\$47,728.71
20130919 Poole Track Land Acquisition	Trull Foundation	\$10,000.00	\$0.00	\$10,000.00
20181231 Houston Endowment Land Acquisition 4	Houston Endowment	\$325,000.00	\$202,522.19	\$122,477.81
20170811 Cedar Lake Plantation Trail	ATFN 17 FOBWR	\$62,155.96	\$35,437.57	\$26,718.39
20160728 Cedar Lake Cut Lands See NOTES \$30,000.00 Reimbursement	USFWS	\$16,400.00	\$16,400.00	\$0.00
20161017 Every Kid in Park	National Park Service	\$112,500.00	\$90,766.86	\$21,733.14

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20161205 Bobcat Woods Matching \$ Rec 118,276.14	FOBWR	\$246,330.52	\$241,951.8 2	\$4,378.70	
plus ATFN 2015 funds \$53,641.0					
plus Grant Receivable of 41,723.86					
Plus 17,000 McGovern Funds					
Plus refunds deposit acct 15689.52					
<b>TOTAL ALLOCATED FUNDS</b>		\$1,134,665.8 1	\$765,928.0 0	<b>\$368,737.81</b>	
<b>FOBWR PROJECTS</b>		<b>Allocated</b>	<b>Spent</b>		
46400 Birds of Prey 2019	FOBWR	\$21,261.28	\$8,891.97	\$12,369.31	*C
Migration Celebration	FOBWR	\$25,121.00	\$8,125.11	\$16,995.89	* D
20161205 Morgan Storage Building San Bernard	FOBWR General Funds	\$500.00	\$0.00	\$500.00	
20171104 Bryan Adams Memorial Fund	Donations	\$16,759.00	\$15,585.78	\$1,173.22	
20170101 BNWR Donation Box	Donations	\$1,549.88	\$591.99	\$957.89	
20140403 Law Enforcement Restitution	Federal Court Fines	\$7,916.11	\$6,080.76	\$1,835.35	
20190428 Alex Grogard Kemp Ridley Fund	Donations	\$88.87	\$0.00	\$88.87	
OPERATIONS Merrill Lynch Dividend income		\$3,401.70	\$4,231.55	-\$829.85	
20190601 ATFN 2019 Cannan Bend	FOBWR	\$155,406.29	\$23,429.95	\$131,976.3 4	*B
<b>TOTAL FOBWR PROJECTS</b>		\$232,004.13	\$66,937.11	<b>\$165,067.0 2</b>	
<b>TOTAL FUNDS AVAILABLE FOR PROJECTS</b>				<b>-\$2,065.42</b>	

**TDECU SAVINGS**

**15.08**  
**\$482,030.6**

**TOTAL Funds in Bank Accounts**

**3**

**COMPLETED PROJECTS/GRANTS-**

**Notes**

20161205 Bobcat Woods Trail is a receivable. Grant 160,000.00 plus \$53,641.00 ATFN fundraiser

\*A 20160728 Cedar Lake Cut Lands is a receivable. We will receive funds as invoices are turned in.

\*C 46400 Birds of Prey 2020 beginning funds balance \$13,911.28

\*D Migration Celebration 2020 beginning balance \$12,000.00

January, moved \$1,595.00 negative website mtce balance from 2019 motion to operational expense account 9/1/19--Using Merrill Lynch dividend income for operational expenses.

\*B 3/1/2020 Combined Hickner Memorial Fund \$51,540.00 and ATFN net \$53,866.29

**Friends of Brazoria Wildlife Refuge Board Action Register 13Mar20**

Action Item	Who? Date Started?	Due Date?	Status	Comments
Develop a New Outdoor Environmental Education Display for our canopy	David/Lisa/Marty	Target May 8, 2020 board meeting for concept proposal	No action has yet occurred	Committee to define aesthetics and variations in content/message modules. Material options for signs and displays to be defined as basis for cost estimates. Check spring-mounted signs and GCBO-pipe frame type. <b>Multiple events on the 7Mar20 illustrate the need for target-specific displays.</b>
Contract for temporary webmaster to upgrade website	Lisa	Date not specified	Ongoing	<b>BayStar has been contracted and has completed MC20 web page (we still need to provide input on exhibits). Easy access to BoP is needed. The next task is to update the FOBWR site. David Stark of Overnite Software has an interest in managing our websites; he needs to be interviewed for this task.</b> <i>Lisa not happy with Weebly and will talk to Baystar</i>
Develop text on FOBWR history for website	Ed Barrios	Sometime in 2020	Fixin to	Ed will review Friends archives stored at Complex office for early history (see J. Sanchez) <i>Phil and Ed went through the materials and they need to find more historical documents</i>
Develop a Succession Plan	Lisa, Mickey	Sometime in 2020	Researched succession planning	The Board needs a succession plan for Officers and Board Members and needs to set up a committee to do so. Each board member to fill out questionnaire to use to know what is important to the board. Make activities independent of person, archive documents. Lisa to resend questionnaire
Define role and responsibility of School Outreach Chair	Phil and Marty	On/Before 31Dec20	Action pending	Marty is to draft a statement for Phil to review. Noted that Vic Wade has become very active and will help fund raising.

Provide suggestions for a FOBWR logo and more formal shirts for board member to wear at business-type forums.	Lisa and Herb	Due date target not specified	Action pending	Lisa's graphic artist contact did not respond to our suggestions. <b>Need another approach.</b> [perhaps a high school art class project? Marty] <b>7/10 No report</b>
Construct ramp or steps at entrance of Morgan building	Oron	Need new deadline target	Action pending	Not enough room for a ramp; steps to be considered. Additional shelves are needed [ <b>Marty suggested a design for the back wall</b> ] <b>No action. Oron found roof leaks and will patch them</b>
Arrange a thankyou meeting with 1st grader Alex Grogard	Lisa	As soon as convenient	Action pending	<b>Lisa's invitation to the 17Apr20 kickoff will need to be withdrawn because of the cancellation of this event. Another path to recognition is needed.</b>
Finish Bobcat Woods Trail	Curtis, Oron, Marty	Before June, 2020	underway	<b>Boardwalk needs railings, spurs, and benches. Concrete contractor has yet to be found. Well needs to be rehabilitated.</b>
<b>Download financial records to our archives</b>	<b>Dick</b>	<b>not specified</b>	<b>Action pending</b>	<b>Marty will provide path for folders. Password protections have now been removed.</b>
<b>Download Migration Records to our archives</b>	<b>Marty</b>	<b>not specified</b>	<b>Action pending</b>	<b>Now possible with password protection removed.</b>
<b>Down-load ATFN Records to our archives</b>	<b>Marty</b>	<b>not specified</b>	<b>Action pending</b>	<b>Now possible with password protection removed.</b>
<b>Download Outreach records to our archives</b>	<b>David</b>	<b>not specified</b>	<b>Action pending</b>	<b>Now possible with password protection removed.</b>
<b>Donload Governance items into our Archives</b>	<b>Marty</b>	May, 2020 board meeting	<b>As soon as convenient</b>	
Board to develop annual goals	Lisa	As soon as convenient	Actively Working	Lisa will set up a meeting. [Marty note: Goals are not time-bound, whereas Objectives are; they should be SMART]
Provide cost estimate for demolishing the Hudson Woods boardwalk and replacing with granite fines	Jennifer	January board meeting	TBD	Funds to come from McGovern pool <b>7/10 No report</b>

Refresh the Discovery Center Display	Lisa, Phil, Tom, Herb	not specified	Ongoing	"Working on costs from taxidermist and his availability" 10Jan20 Taxidermist will do otter, bobcat and raccoon
TDECU Relationship	Lisa	not specified	Working	
Membership of FOBWR	this action item needs clarification. Minutes suggest a discussion but no action			
More promotion of refuges	Lisa	not specified	not stated	Need to discuss and work out plan. Spring break option.
Signage at BNWR trails	Jennifer	not specified		Visitors frequently ask about trails near the Discovery Center; Alligator Marsh could be developed as a loop trail. 7/10 Can use some Bobcat Woods trail signs at BNWR
Confirm TPWD due date of the BWT grant	Marty, 13Mar20	O/B 30Mar20	in progress	Contact Trey Cooksy of TPWD
Send letter to The Facts on the naming of the Hickner Trail on Cannan Bend	Lisa and Phil, 13Mar20	O/B 30Mar20	in progress	Sanctioned by the Hickner Family 7/10 nothing to do at this time