



Members in Attendance: Oron Atkins, Ed Barrios, Mickey

Dufilho, Lisa Myers and Phil Huxford

Members Absent: Dick Schaffhausen, Mary Schwartz, Regina Tippet, Ruby Lewis, Kim Richardson, Marty Cornell

Refuge Staff in Attendance: Cody Dingee, Curtis Jones

General Members/Guests in Attendance: none

Lisa Myers called the meeting to order at 1:02 PM.

The proposed **agenda** was accepted.

The **minutes** of the May 5, 2022 meeting of the board were reviewed and there were no corrections. Since there was no quorum, the minutes will be sent out for an email vote.

Interim Motions: Since **the January** board meeting, there was one email motion made by Phil and seconded by Marty; "The FOBWR board authorizes the expenditure of up to \$3,600 to stock the lake at Cannan Bend with 20,000 minnows, 2,000 blue gill, and 500 large-mouth bass paid from Cannan Bend funds." The motion passed with 10 yeas (unanimous).

Land Acquisition Update: Mike was not in attendance. A motion to renew the current Ernest Cook Agreement, with no changes, was made by Mickey Dufilho and seconded by Ed. It will be sent out for an email vote

Refuge Update: Cody noted:

- Bryar Johnson purchased smooth cord grass for breakwater project
- The new Project Leader has been filled, with an announcement to be made next week [welcome aboard Bryan Winton!]
- Aerial spraying is continuing for invasive species
- Mowing and discing are continuing in areas that are dry
- Refuge has discontinued pumping water for the Mottled Ducks
- New Complex Manager starting next week; **Lisa suggested that we have lunch prior to the next board meeting**

Curtis noted that:

- Work will commence on the low water crossings on Ivy Road and the fishing pier on Cedar Lake Creek
- Mowing continues.

Action Register: The action register is attached at the end of these minutes. **New action items are highlighted.** See end of document and notes in **red**.

Financial Report: The Financial Report for June 2022 is attached to these minutes. Regina was not in attendance to present. Phil noted that EarthQuest is no longer affiliated with Birds of Prey.

Web and Facebook – no report

Maintenance Committee – no report; however, it was noted that the pollinator garden at Bobcat Woods needs weeding



Projects: Oron noted that:

- New ATV will be ordered from Brazos Motorsports for \$19,488.85. Oron reported that in the previous week (before our meeting) that Polaris had just started taking orders again but was uncertain what the delivery time might be - could be months.

Birds of Prey – Phil indicated that due to a change in Phillips 66 contact, we missed the 2022 donation deadline and this will severely impact the program; however, 2023 donation is expected and Phil is checking to see if any funds are at all possible for this year.

Refuge Saturdays/Other Outreach fall/winter

- Homeschoolers – contact them about volunteering for projects?
- How can we contact Dennis Bonnen?
- Do presentations for Commissioners
- Cody/Curtis – will look for Jennifer Sanchez presentations for outside audiences
- Phil will get a taxidermist for animals at the Discovery Center; Lisa wants to proceed asap with display refresh
- Plan an open house – consider inviting area groups like the four chambers, commissioners, civic groups, etc.
- Friday Oct. 28 – Potential Open House for Chambers
- Need to update the pavers of deceased volunteers at Discovery Center; Tom has three names; board members to send names to Lisa to be sure we have everyone
- Potential Refuge Open Houses (Lisa later sent email asking for volunteers to coordinate Oct and Nov dates)
 - Oct. 29 – Dow Woods
 - Nov. 19 – Bobcat Woods
 - Winter Break at Discovery Center
- DEEP – who will be coordinating fall schedule?

Membership - Mickey noted:

- 27 paid members, 11 not paid, 38 Life members (5 new this year)

Monthly Walks: None scheduled until cooler weather; who will lead them?

Hurricane Preparedness Expo July 16 –Marty, Lisa and Phil will have a table on coastal erosion protection. Marty and Oron making a new, targeted backdrop sign (thank you!)

Retirement Party for Tom Schneider On 8/31/22 from 11:00 – 1:00

- Lisa and Mickey are on committee to plan
- Lisa will get a gift - Take up a collection for a gift.

NEXT BOARD MEETING 9/9/22

The meeting was adjourned at 3:52 pm.

Respectfully submitted by Mickey Dufilho for Marty Cornell



Friends of Brazoria Wildlife Refuge Board Action Register 2022

Action Item	Who? Date Started?	Due Date?	Status	Comments
Develop a New Outdoor Environmental Education Display for our canopy	Lisa/ Marty	Target 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. Need high quality images; pull
Develop text on FOBWR history for website	Ed Barrios	Sometime in 2021	Fixin to	Ed has reviewed documents back to 1994 (the start of FOBWR), and scanned newsletters through 2003. He will put these archives on our web site. When tax season ends this year.
Develop a Succession Plan	Lisa, Mickey	Sometime in 2021	Researched succession planning	Kim is looking into protocol (bylaws, P&P), board consensus is needed to define skill needs. <i>Want thoughts for November meeting. Want diversity to broaden pool. We need someone with Ravi's contact expertise. Hire executive director.? Hire part time for corporate and community involvement.</i>
Arrange a thankyou meeting with 1st grader Alex Grogard	Lisa	As soon as convenient	Action pending	It was suggested at the 12Nov21 board meeting that we could present Alex with a plaque including an honorary life membership.
Download Migration Records to our archives	Marty	Planned to do during the 2022 summer doldrums.	Action pending	Awaiting access protocol. Dick is charged to find a site with public viewing access and with restricted editing access. Dick was going to order idrive cloud storage; stymied by need for email address. Refugefriends1994@gmail.com perhaps next week. Marty to get with Dick to learn access protocol
Download ATFN Records to our archives	Marty	not specified	Action pending	Awaiting access protocol
Download Governance items into our Archives	Marty	May 2020 board meeting	As soon as convenient	Awaiting access protocol
Refresh the Discovery Center Display	Lisa, Phil, Tom, Herb	not specified	Ongoing	Still looking for a taxidermist. Tom will look for. 7/22: Phil will find one.



More promotion of refuges	Lisa	not specified	not stated	Another Open House for the Chamber of Commerce is suggested for this spring . Personal invitations preferred. A friends CAP?
Master Contact Spreadsheet	Ed	Ongoing		Construct a searchable file of FOBWR contacts, e.g., corporate sponsors and donors, sponsors and participants for MC, BoP, ATFN, members, volunteers, outreach. Marty and Lisa have given lists to Ed.
Create a Grant Solutions account to enable applying for federal grants	Regina	Not specified	DONE?	The ASAP system is used for reimbursements. Regina will pursue a Grant Solutions account. Need to get reimbursed for black rail herbicide application grant.
Design concept for B. Burkhart memorial	Oron and Lisa			An idea is a memorial entrance arch for the BWT pollinator garden. Powder-coated metal for the arch is preferred, mounted to treated-wood posts. Cost likely to exceed the \$840 of donations, extra donation could be solicited.
Design rack card with all trails	Lisa			Guests like them and easy to hand out 7/22 Note: Lisa reprinted refuge trifold and bookmark
Define the role/cost of a paid Community Liaison Director	Not specified			This role would contract for work performed by Ravi and Phil in soliciting donations. Must avoid creating an employee status.
Correct the Brazosport Chamber of Commerce information about trails on the refuges.	Ed			
Create informational PowerPoint presentation on refuges & FOBWR to present to community organizations/groups	Lisa			Cody will look for Jennifer's refuge presentation; Ed will look for FOBWR's
Check on ability to hold hybrid board meetings when members cannot attend in person	Lisa			Check with GCBO



AGENDA

Call to order: Lisa Myers		~Minutes Allocated
▪ Agenda additions or corrections	Lisa	1
▪ Approval of May 13 minutes ¹	Lisa	1
▪ Renew Ernest Cook agreement (no changes)		
▪ Refuges update	Cody/Curtis	20
○ Bryar Johnson/Jennifer Wilson project proposal for grant		
▪ Review Action Register	Lisa	30
▪ Other Reports:		
- Financial	Regina	5
- Web and Facebook (no report)	Dick	0
- Maintenance committee (no report)	Dick	0
- Projects	Oron	10
○ New UTV		
- Birds of Prey	Phil	10
- Refuge Saturdays/Other Outreach fall/winter	Lisa/all	10
○ Revise/reprint (& add Cedar Lake Plantation)		
- Membership	Mickey	5
- Monthly member walks fall plans (who?)	Ed	5
▪ Hurricane Preparedness Expo, July 16	Ruby/Marty/Lisa/Ed	5
▪ Retirement Party, Tom Schneider	Lisa	10
• Adjourn Board Meeting	Lisa	

1 Note for July minutes: Since the May meeting, we have processed one motion; made by Phil and seconded by Marty, that “The FOBWR board authorizes the expenditure of up to \$3,600 to stock the lake at Cannan Bend with 20,000 minnows, 2,000 blue gill, and 500 large-mouth bass paid from Cannan Bend funds.” The motion passed with 10 yeas (unanimous).



FRIENDS OF BRAZORIA WILDLIFE REFUGES

Minutes of the Board Meeting

Friday, May 5, 2022 Venue: Gulf Coast Bird Observatory
DRAFT

Members in Attendance: Oron Atkins, Ed Barrios, Marty Cornell, Mickey Dufilho, Ruby Lewis, Lisa Myers, Kim Richardson, Dick Schaffhausen, Mary Schwartz, Regina Tippet

Members Absent: Phil Huxford

Refuge Staff in Attendance: Cody Dingee, Curtis Jones, Tom Schneider

General Members/Guests in Attendance: none

Lisa Myers called the meeting to order at 1:12 PM.

The proposed **agenda** was accepted after the addition of several business items

The **minutes** of the March 11, 2022, meeting of the board were unanimously approved after minor corrections and a motion by Mickey and a second by Ed.

Interim Motions: Since the January board meeting, there were no interim motions.

Land Acquisition Update: Curtis reported that the Migratory Bird Commission has approved \$7 million toward the purchase of the 5,640-acre K-bar Ranch property, and they are considering funding an additional \$10 million.

FOBWR Funding of Refuge Projects: Cody (for the BNWR) and Curtis (for the SBNWR) were asked to present projects that could be funded by Friends.

Cody would like to replace **two shelters** that were destroyed or damaged by our latest hurricane. They would mimic the style of the Seining shelter in dimension, having sufficient length to accommodate two eight-foot-long picnic tables bolted to a concrete slab and have a metal roof over a frame of marine-grade lumber. Marty moved that **“The FOBWR board authorizes the spending of up to \$15,000 for the construction of two shelters on the Crosstrails Loop of the Brazoria National Wildlife Refuge and for four picnic tables, with funding to come from the Brazoria McGovern reserves.”** Ed seconded the motion, which passed by a unanimous vote.

Cody would like to construct a **birding platform** on the east bank of the Cannan Bend Lake, accessed by a spur bridge from the existing Hickner Loop Trail. The platform would have one bench. Additionally, two more benches are desired to locate along the loop trail. Marty moved that **“The FOBWR board authorizes the expenditure of up to \$7,000 for the construction of a birding platform on the east shore of Cannan Bend Lake and for the purchase of three benches for the trail and platform, with funding to come from the Cannan Bend Project reserves.”** Mickey seconded the motion, which was passed with a unanimous vote.

Cody noted that the current drought necessitates **pumping water** to keep a minimum water level in Teal Pond for waterfowl and other wildlife. The current diesel-powered pump at the Maddox Monument consumes about 48 gallons of fuel in 24 hours; at the current \$5.20 per gallon cost of diesel fuel = \$250 per day or ~\$7,500 for 30 days of pumping. A budget for the refuge is still pending, resulting in the lack of refuge funds for this current need. Marty moved that **“The FOBWR board authorizes the spending of up to \$7,500 for diesel fuel to power the pump supplying water to Teal**



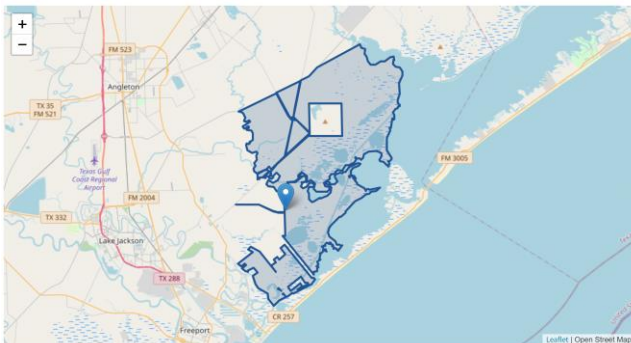
Pond, with funding to come from the Brazoria-McGovern reserves.” Longer term, the installation of a solar-powered pump will be investigated.

With the recent grading/pothole filling of the Crosstrails loop road, the Brazoria refuge’s stockpile of road limestone has been depleted. Any significant rain deteriorates the road surface. Lacking a budget that would allow restocking of caliche, Cody asked Friends to consider the purchase of 16 loads at about \$20,000. During discussion, it was noted that the Federal Highway Administration conducted their periodic audit of refuge roads last year; such audits occasionally result in FHA grants for road maintenance and improvement. The board decided to put this request on hold pending the approval of a budget for the BNWR, funding by the FHA, or of the weather-induced need without other funding sources.

Similar needs of the San Bernard NWR were outlined in minutes (attached below) of an ad hoc meeting with Curtis on April 25, 2022. Marty moved that **“The FOBWR board authorizes the expenditure of up to \$30,000 for maintenance and upgrades of public use facilities on the San Bernard NWR. The specific facilities are: repairing/replacing boardwalk on the San Bernard Oak Trail, re-decking the fishing pier on Cedar Lake Creek and modifying the floating pier to prevent accumulation of material underneath, refurbishing the Moccasin Pond observation deck, rebuilding a photo blind at Hudson Woods, and surfacing a trail spur linking the Bobcat Woods boardwalk with the pollinator garden. Funds would come from the San Bernard-McGovern reserve.”** The motion was seconded by Ed and was approved by unanimous vote.

Refuge Update: Cody noted:

- The standardization of all refuge websites went live on April 1st; for us, the address for the BNWR is now the Discovery Center rather than the historical. Misleading, refuge field office on FM2004.



Brazoria National Wildlife Refuge
(979) 964-4011
2022 County Road 227
Freeport, TX 77541

- About 80 American Beautiful Passes are sold each year by the Complex; specific days and times to purchase the passes are noted on the refuge web pages.
- Cody expressed a special thanks to Oron and his crew for constructing the fishing piers at Cannan Bend
- Bryar Johnson, who has been the Complex’s liaison on oil and gas activities, has accepted the position of Wildlife Biologist, filling the role created by the retirement of Thomas Adams.
- The new Project Leader has been filled, with an announcement to be made next week [welcome aboard Bryan Winton!]
- The spraying of cattail is occurring in Otter Slough and impoundments, as is spraying for yaupon near the BNWR field office.



- Construction of breakwater protection continues, albeit slowly per the dictates of the Army Corps of Engineers.
- Bill Stransky of the Texas Rice Industry Coalition for the Environment (Texas RICE) is developing a grant application for the rehabilitation of ponds west of CR208 near Mottled Duck Marsh. The grant will include in-kind contributions of refuge manpower and equipment as needed.

Curtis noted that:

- Work will commence on the low water crossings on Ivy Road and the fishing pier on Cedar Lake Creek.
- Areal herbicide spraying of the black rail habitat is in limbo pending contracting a helicopter to substitute for the crash of the original contracted helicopter.

Tom reported that:

- The final DEEP session will be on May 17th with Freeport Intermediate 7th grade students
- A special field walk on May 18th will occur at the Peach Creek Unit near Wharton.
- The volunteer appreciation lunch will be held at the Discovery Pavilion on May 24th.

Ed Barrios will contact the Brazosport Chamber of Commerce to correct their information about trails on our refuges.

Action Register: The action register is attached at the end of these minutes. **New action items are highlighted above and below.** One action item was removed:

- The Friends brochure has been updated

Financial Report: The Financial Report for April 2022 is attached to these minutes. Regina noted that:

- Phil received \$4,275 in donations for the Birds of Prey program in the March-April period. Expenditures for this year's program will be ~\$25,500 (which approaches the current BoP reserves). The \$12,000 annual donation traditionally granted from Phillips 66 has not been received. **Marty will check with Phil and Phillips 66 to determine the status of this year's grant.**
- Per board authorization, a contribution of \$1,000 has been sent to the National Wildlife Refuge Association.
- Our annual liability insurance payment has been made (\$2,454).
- Our auditor will be contacted in the fall, after Regina has reconciled our books.
- A TDECU debit card has been issued to Regina; this will facilitate payments.
- Our Form 990 has been filed for the 2021 fiscal year.

Web and Facebook: Dick reported that only minor modifications have been made to our web page; this includes adding a promotion of the upcoming open house at the Cedar Lake Plantation Trail. A page on the 2020 Migration Celebration Photo Contest will be added.

Weebly, our web host, is still less than desirable for ease of modification. Dick will explore the web hosting services of Proforma in Sweeny as an alternative. Protocol is now established for archiving files on the Weebly site; Marty will get with Dick to learn the process.

Maintenance Committee: Dick has received no interest from COT members to participate on the Maintenance Committee. He intends to meet with the new Project Leader for clarification of needs and objectives of where Friends might contribute.



Projects: Oron noted that:

- Construction of the fishing piers at Cannan Bend is finished
- Fallen trees across the San Bernard Oak Trail have been removed
- Existing funds already approved will be sufficient to build a short, ~100-yard boardwalk across a re-routed path to tie into the existing trail. This change would avoid rebuilding the 230-yard boardwalk section that was demolished.
- A new UTV is needed for turtle patrols as the current, heavily-used UTV stored at Mat-Pen, while usable, would not be worth repairing. Oron moved that **“The FOBWR board authorizes the expenditure of up to \$20,000 for the purchase of a Polaris Ranger wide-body UTV, with funding to come from the San Bernard McGovern reserves.”** Mickey seconded the motion, which passed with a unanimous vote of the board.

Takeout Lunch Fundraiser: Marty reported that the net profit from this year’s Takeout Lunch fundraiser netted a profit of \$4,897, which exceeded last year’s profit by \$408. The results compared to 2021 and the 2019 Kickoff dinner are shown below. Increasing ticket sales and attendance remain as opportunities for future fundraisers. Customer satisfaction is high with the meal being popular with our guests.

Takeout Lunch Results			
	TO22	TO21	MC19
Volunteers	29	32	49
Tickets Sold	272	281	198
Tickets mailed to Sponsors	0	24	10
Attendance	247	233	165
Ticket Price	\$20	\$20	\$30
Ticket Income	\$5,440	\$5,620	\$5,858
Small Donations	\$888	\$506	\$720
Total Income	\$6,328	\$6,126	\$6,578
Expenses	\$1,431	\$1,646	\$3,520
(Venue Rental & Setup)	(\$275)	(\$275)	(\$1,745)
Profit	\$4,897	\$4,489	\$3,058

Photo Contest: This year’s photo contest drew 16 photographers who electronically submitted 110 photos and \$658 in entry fees. Photos of the 42 contest winners will be printed and mounted for display at the Brazos Mall on June 4th and June 11th. The cost for printing/mounting will be about \$400. Mary is writing congratulatory letters and will mail them, along with ribbons, to the winners. The free-standing display at the mall will require staffing for security; this event also provides an opportunity to promote our refuges.

Refuge Saturdays: The last of this season’s Refuge Saturdays will be held on May 14th at the Cedar Lake Plantation Trail. Volunteer staffing is arranged.

Other Outreach: Ruby reported that the next outreach event will be on June 16th at the Nature Center in Matagorda. Phil is organizing the program which will include Birds-of-Prey.

The Texas Master Naturalist, COT summer library program will begin in June. Refuge flyers will be given to adult participants.

Membership: Mickey’s latest newsletter highlighted our five new lifetime members. To date, 72 people are paid-up members.

Monthly Walks: Ed noted that the next walk will be on May 18th at the Peach Creek Forest Unit; this will be the last of the season, resuming the walks in the fall with the arrival of cooler weather. Attendance of these walks has been minimal. Invitation has been restricted to FOBWR members, with the intention to provide a unique benefit to them. Ed will open the invitation to include TMN-COT members. He will also explore inviting employees of our business sponsors.



New Business:

- Ed's year-end solicitation letters sent to major area corporations resulted in \$11,000 in donations. In the future, he intends to expand this initiative with a prospective emphasizing the benefit of our refuges to our community and the challenges from budget resource constraints (a "Did you know?" statement). It was suggested that engagement of the community might be enhanced by the formation of a Citizens Advisory Panel (CAP).
- Our Partnership Agreement has been signed by Cody, and has been submitted to the Regional FWS office in Albuquerque.
- Lisa submitted a \$76,000 grant proposal to the NWR for the development of three prairie parcels in visitor-accessible areas at the Brazoria and San Bernard NWRs. This grant used verbiage written for our recent grant request from NEEF, which was not accepted.

The meeting was adjourned at 3:52 pm.

Submitted by Marty Cornell, Secretary

MINUTES OF AD HOC COMMITTEE MEETING WITH REFUGE PERSONNEL

Purpose: Refuge priorities for future projects

Date: Monday, April 25, 2022, 10:30 a.m., SBNWR Field Office

Attending Refuge: Curtis Jones, SBNWR Manager; Roland Davis; Tom Schneider

Attending FOBWR: Oron Atkins, Ed Barrios, Ruby Lewis, Lisa Myers, Kim Richardson

San Bernard Oak Trail: We discussed at length the SB Oak Trail. Although a new path on ridges has been made to avoid some water, there is still a large area that almost always has deep standing water.

The trail is too long for a complete boardwalk; Curtis does not want to ruin the pristine woods with a concrete path and the cost would be prohibitive.

What is needed and recommended is a rehab of existing boardwalk and addition of benches. A rough guesstimate would be \$150k depending on the status of the substructure. This does not solve the persistent water area.

Hudson Woods: A high priority is repairing/replacing the Photo Blind / Viewing Deck. It is at least 10-12 years old and in bad shape. A concrete trail replacing the removed boardwalk trail is not worth the cost given the low visitation.

- Cabin: A walkway leading to the door would be nice; adding steps near the door (presently only a long dog-leg ramp; ramp needs no-slip strips/coating or straighten the ramp and redesign the railings to eliminate leaves
- Restroom: It will need to be replaced in the future
- Education building (EE): Needs a concrete slab in the front where it is hard to mow (about 6' x 30' or fill the area with rock and a slab in front of door only; add an outdoor or indoor sink (there used to be an indoor sink)

Habitat:

- Pipe replacement is an ongoing need
- Hiring contractor(s) for maintenance issues a possibility



- Overall, getting units in shape for black rail habitat
- Areas of need:
 - Buffalo Creek
 - Eagle Nest Lake
 - Sargent Marsh: fix subsidence and erosion (habitat restoration)
 - Pentagon Marsh: fix levees to maintain fresh water (habitat restoration)
 - Less urgent: Wolfweed pavilion—corners of steel roof; swallow nest prevention (Oron will look at and make recommendations)

Expand Deer/Other Hunting:

- Planning going on now for youth hunts
- Need 8 blinds now \$2k each single, \$3.5k fiberglass double
- Another 8-20 blinds needed in the future
- San Bernard—Improve hunt areas for lottery hunts (waterfowl); need to replace the permanent blinds (maybe put on skids?) (these are the 8 blinds noted above)
- McNeal
- Bloodworth Units

Turtle Patrol: Need one UTV now (3-year life expectancy); this is the third of the 3 Friends planned to buy; Oron will address board

Top Priorities Summarized:

#1 San Bernard Oak—Repair all boardwalk that needs it (Oron and Roland will assess)

#2 Fishing Pier at Cedar Lake Creek—re-deck (refuge might have enough material for this); redesign the floating pier (water level fluctuates and difficulty cleaning out deposited material underneath)

#3 Moccasin Pond Observation Deck—(refuge may have enough materials to refurbish)

#4 Hudson Woods Photo Blind—Turn into an observation deck only (maybe leave one wall)

#5 Bobcat Woods Trail link to native garden

Future (big ticket item)—water management; perhaps seek large grant \$1.5 to 2 million; perhaps tie it to habitat restoration

All of this could likely be accomplished with up to \$30k from McGovern funds. Those board members present agreed that we should seek board vote asap. Perhaps there will be enough funds left to buy one or more hunting blinds.

Not a priority to the refuges: Extending ACE interns past the summer (too expensive; the program keeps half of the fee)

Also not a priority: Any new projects that add more maintenance activity. We should seek grants that address current and ongoing refuge management needs. Maybe seek corporate funding.

Later in the day, Lisa sought and received approval from Curtis and Cody to submit to NFWF the preliminary proposal on three plots to be rehabilitate for bird, butterfly, and wildflower habitat. The deadline is May 5, and Lisa intends to submit.

Submitted by Lisa L. Myers, FOBWR President



Friends of Brazoria Wildlife Refuge Board Action Register May 13, 2022

Action Item	Who? Date Started?	Due Date?	Status	Comments
Develop a New Outdoor Environmental Education Display for our canopy	Lisa/ Marty	Target 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. Need high quality images; pull
Develop text on FOBWR history for website	Ed Barrios	Sometime in 2021	Fixin to	Ed has reviewed documents back to 1994 (the start of FOBWR), and scanned newsletters through 2003. He will put these archives on our web site. When tax season ends this year.
Develop a Succession Plan	Lisa, Mickey	Sometime in 2021	Researched succession planning	Kim is looking into protocol (bylaws, P&P), board consensus is needed to define skill needs. <i>Want thoughts for November meeting. Want diversity to broaden pool. We need someone with Ravi's contact expertise. Hire executive director.? Hire part time for corporate and community involvement. New tmn dinease kapline; grant writer; back of brain; how could it work.</i>
Arrange a thankyou meeting with 1st grader Alex Grogard	Lisa	As soon as convenient	Action pending	It was suggested at the 12Nov21 board meeting that we could present Alex with a plaque including an honorary life membership.
Download Migration Records to our archives	Marty	Planned to do during the 2022 summer doldrums.	Action pending	Awaiting access protocol. Dick is charged to find a site with public viewing access and with restricted editing access. Dick was going to order idrive cloud storage; stymied by need for email address. Refugefriends1994@gmail.com perhaps next week. Marty to get with Dick to learn access protocol
Download ATFN Records to our archives	Marty	not specified	Action pending	Awaiting access protocol
Download Governance items into our Archives	Marty	May 2020 board meeting	As soon as convenient	Awaiting access protocol
Refresh the Discovery Center Display	Lisa, Phil, Tom, Herb	not specified	Ongoing	Still looking for a taxidermist. Tom will look for.



More promotion of refuges	Lisa	not specified	not stated	Another Open House for the Chamber of Commerce is suggested for this spring. Personal invitations preferred. A Friends CAP?
Master Contact Spreadsheet	Ed	Ongoing		Construct a searchable file of FOBWR contacts, e.g., corporate sponsors and donors, sponsors and participants for MC, BoP, ATFN, members, volunteers, outreach. Marty and Lisa have given lists to Ed.
Create a Grant Solutions account to enable applying for federal grants	Regina	Not specified		The ASAP system is used for reimbursements. Regina will pursue a Grant Solutions account. Need to get reimbursed for black rail herbicide application grant.
Design concept for B. Burkhart memorial	Oron and Lisa			A idea is a memorial entrance arch for the BWT pollinator garden. Powder-coated metal for the arch is preferred, mounted to treated-wood posts. Cost is likely to exceed the \$840 of donations, extra donation could be solicited.
Design rack card with all trails	Lisa			Guests like them and easy to hand out
Define the role/cost of a paid Community Liaison Director	Not specified			This role would contract for work performed by Ravi and Phil in soliciting donations. Must avoid creating an employee status.
Correct the Brazosport Chamber of Commerce information about trails on our refuges.	Ed			



<u>June 2022 Final</u>	FOBWR FINANCIAL	STATEMENT		
TDECU				\$97,314.63
Merrill Lynch Cash				\$295,426.11
Merrill Lynch Certificates of Deposit				\$97,032.78
ACCOUNT BALANCE	-			\$489,773.52
FUNDED GRANTS and ALLOCATED FUNDS	Grantor	Total Awarded	Amount Spent	Amt Available
20131230 McGovern Brazoria NWR non committed	Katherine McGovern	295,279.33	172,863.87	122,415.46
20131220 McGovern San Bernard NWR	Katherine McGovern	137,000.00	71,039.68	65,960.32
20130919 Poole Track Land Acquisition	Trull Foundation	10,000.00	-	10,000.00
20181231 Houston Endowment Land Acquisition 4	Houston Endowment	325,000.00	287,072.19	37,927.81
20201228 Houston Endowment Land Acquisition 5	Houston Endowment	150,000.00	47,300.00	102,700.00
20211229 Damuth Foundation Land Acquisition	Damuth Foundation	35,000.00	21,850.00	13,150.00
20220112 Equistar Chemicals - Motus Tower Fees	Equistar Chemicals	7,000.00	-	7,000.00
20210722 Black Rail Habitat (\$78,000 Reimbursable grant)	USFWS	-	-	-
TOTAL ALLOCATED FUNDS		\$959,279.33	\$600,125.74	\$352,153.59
FOBWR PROJECTS		Amt Allocated	Amount Spent	Amt Available
46400 Birds of Prey	FOBWR	30,402.00	27,592.25	2,809.75
Migration Celebration	FOBWR	28,679.58	2,852.29	25,827.29
20170101 BNWR Donation Box	Donations	1,814.35	-	1,814.35
20201231 General Donations, Membership Fees, Etc.	Donations	18,028.81	-	18,028.81
20210101 Barbara Burkhardt	Memorial	840.00	-	840.00
20140403 Law Enforcement Restitution	Federal Court Fines	1,835.35	-	1,835.35
20211112 Maintenance of Public Use Facilities	FOBWR	18,399.86	-	18,399.86
20190601 ATFN 2019 Cannan Bend	FOBWR	211,436.29	171,323.64	40,112.65
TOTAL FOBWR PROJECTS		\$311,436.24	\$201,768.18	\$109,668.06
OPERATIONS		\$12,667.48	\$5,007.38	\$7,660.10
FUNDS IN TRANSIT				\$20,291.77
TDECU SAVINGS				\$15.70

*G

*E

*B

*E

*I



TOTAL Funds in Bank Accounts

\$489,789.22

COMPLETED PROJECTS OR GRANTS

NOTES

*I Accounts Receivable/Payable & bank activity
not yet posted

MOTIONS

*B Mar 2020 Combined Hickner Memorial Fund \$51,570.00 & 2019 ATFN (net \$53,866.29) & added \$50,000.00
Hickner donation

Mar 2021 reclassified \$56,000.00 from
McGovern Brazoria

*E 11/13/20 Per Board guidelines 7% was allocated to Admin expenses from Houston
Endowment # 4

*G Merrill Lynch account now includes two Certificates of Deposit for \$50,000 each. Maturity dates are Feb 03, 2023,
Feb 20, 2024

Balance is net of unrealized market gains/losses and includes
estimated accrued interest.



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07/06/22

Cash Basis

Friends of Brazoria National Wildlife Refuges
Profit & Loss Detail
May through June 2022

Type	Date	Num	Name	Memo	Paid Amount
Ordinary Income/Expense					
Income					
300000 · Migration Celebration					
307000 · Kickoff Event Income					
307040 · Dinner Ticket Sales					
Invoice	05/21/2022	1943	Richard A. Schaffhausen	one ticket	20.00
Invoice	05/21/2022	1944	Brenda Stitt	one ticket	20.00
Invoice	05/21/2022	1945	Mickey L. Dufflho	ten tickets	200.00
Invoice	05/21/2022	1946	Phil P Huxford	two tickets	40.00
Total 307040 · Dinner Ticket Sales					280.00
Total 307000 · Kickoff Event Income					280.00
Total 300000 · Migration Celebration					280.00
43000 · Donations- General					
Invoice	05/21/2022	1956	Brazoria Refuge Donation Box	Cedar Lake Open House	13.00
Sales R...	05/26/2022	376	AmazonSmile	General Fund Donation	28.10
General...	06/30/2022	48		Corr Jan - s/b Archie Pratt, not R.Sin...	-15.00
Total 43000 · Donations- General					26.10
45000 · Membership Dues					
45010 · Membership Dues - Individual					
Invoice	05/11/2022	1942	Patti Brinkmeyer	Individual Membership Dues	20.00
Invoice	05/21/2022	1947	Ann Landry	Individual Membership Dues	10.00
Total 45010 · Membership Dues - Individual					30.00
45020 · Membership Dues -Family					
Invoice	05/19/2022	1940	Jerry & Jane Eppner	Family Membership Dues	25.00
General...	06/30/2022	48		Corr Jan - s/b Archie Pratt, not R.Sin...	15.00
Total 45020 · Membership Dues -Family					40.00
Total 45000 · Membership Dues					70.00
46400 · Birds of Prey Earth Quest					
Invoice	05/11/2022	1941	Texas Parks and Wildlife	Sea Center Programs 4-16-2022	1,000.00
Invoice	05/21/2022	1948	Allen Cumble	Donation for books in libraries	200.00
Invoice	05/21/2022	1949	Roy Morgan	Donation	300.00
Invoice	05/21/2022	1950	Westside PTO	Earth Quest Birds of Prey program	500.00
Invoice	05/21/2022	1951	Brazoria Lions Club	Earth Quest Birds of Prey program	500.00
Invoice	05/21/2022	1952	City of Mont Belvieu	Earth Quest Birds of Prey programs	1,000.00
Invoice	05/21/2022	1953	Danbury Rotary	Donation	200.00
Invoice	05/21/2022	1954	Palms Funeral Home	Donation	250.00
Invoice	05/21/2022	1955	Birds of Prey Program	Books	239.00
Sales R...	05/26/2022	377	Merrill Lynch	Marty Cornell Donation	500.00
Total 46400 · Birds of Prey Earth Quest					4,689.00
Total Income					5,065.10
Gross Profit					5,065.10
Expense					
600001 · Grants for Specific Projects					
6131220 · 20131220 McGovern San Bernard					
Bill	05/31/2022		Facebook	Ad for Saturday Open House	25.00
Total 6131220 · 20131220 McGovern San Bernard					25.00
6160219 · Houston Endowment					
Bill	05/07/2022	436	TEXAS CONSERVATION PAR...	HE#5-Consulting-Kbar tract	4,600.00
Bill	05/07/2022	436	TEXAS CONSERVATION PAR...	HE#4-Consulting-Coddou,Pope tracts	800.00
Bill	06/16/2022	443	TEXAS CONSERVATION PAR...	Consulting HE #5 - Kbar tract	2,800.00
Bill	06/16/2022	443	TEXAS CONSERVATION PAR...	Consulting HE #4 - Coddou & Dalal t...	800.00
Total 6160219 · Houston Endowment					9,000.00



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Friends of Brazoria National Wildlife Refuges

07/06/22

Profit & Loss Detail

Cash Basis

May through June 2022

Type	Date	Num	Name	Memo	Paid Amount
6160221 - Damuth Foundation					
Bill	05/07/2022	436	TEXAS CONSERVATION PAR...	Consulting-Harrison Addition	400.00
Bill	06/16/2022	443	TEXAS CONSERVATION PAR...	Consulting - Harrison & McNeill tracts	1,600.00
Total 6160221 - Damuth Foundation					2,000.00
Total 600001 - Grants for Specific Projects					11,025.00
62100 - Contract Services					
62110 - Accounting Fees					
Bill	05/03/2022		990 Online (Civic Leadership Proj)	Form 990 filing fee for 2021	41.00
Total 62110 - Accounting Fees					41.00
62118 - Square Service Fee					
Deposit	05/12/2022			Deposit	0.88
Deposit	05/20/2022			Deposit	1.03
Total 62118 - Square Service Fee					1.91
Total 62100 - Contract Services					42.91
65000 - Operations					
65020 - Postage,					
Bill	06/16/2022		Mickey Dufflho	Mailing member's tote bags	144.10
Total 65020 - Postage,					144.10
65080 - Website Hosting					
Bill	05/04/2022		Weebly	Refuge Friends.org annual renewal	153.50
Total 65080 - Website Hosting					153.50
65090 - Telephone Expense					
Bill	05/02/2022		Richard Schaffhausen	Reimb Grasshopper - Jan-Apr 2022	75.29
Bill	05/11/2022		Grasshopper	Charge for May 2022	18.61
Bill	06/11/2022		Grasshopper	Charge for June 2022	18.35
Total 65090 - Telephone Expense					112.25
Total 65000 - Operations					409.85
700000 - Migration Celebration Expenses					
708505 - In Kind Gifts					
Bill	05/31/2022		Martin Cornell	Sand for Canopy Buckets	30.40
Bill	05/31/2022		Ed Barrios	Beans for takeout lunch	282.22
Bill	05/31/2022		Roy Morgan 1	Beans for takeout lunch	282.21
Total 708505 - In Kind Gifts					594.83
713000 - Photo Contest					
Bill	05/13/2022		Kroger	Gift Cards for Contest Winners	312.55
Bill	05/17/2022	3341504	Printique	Print Photos for display	319.88
Bill	05/17/2022	3341504	Printique	Print Photos for display	56.44
Credit	05/17/2022	33415...	Printique	Refund excess charge for printing	-56.44
Total 713000 - Photo Contest					632.43
Total 700000 - Migration Celebration Expenses					1,227.26
750000 - - Birds of Prey					
750100 - - EarthQuest - BOP					
Bill	05/23/2022	1174	Wildlife Revealed	March & April 2022 Programs	25,450.00
Total 750100 - - EarthQuest - BOP					25,450.00



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07/06/22
Cash Basis

Friends of Brazoria National Wildlife Refuges
Profit & Loss Detail
May through June 2022

Type	Date	Num	Name	Memo	Paid Amount
750200 · Birds of Prey Misc Expense					
Bill	05/13/2022		Lisa I Myers	Reimb Ad in The Bulletin 5/10/22	196.00
Bill	05/13/2022		Phil Huxford	Reimb Travel Expenses	335.26
Total 750200 · Birds of Prey Misc Expense					531.26
Total 750000 · - Birds of Prey					25,981.26
760000 · FOBWR Projects					
760700 · FOBWR Misc Expense					
Bill	05/31/2022		Martin Cornell	Storage Containers for Event Canopi...	114.64
Bill	05/31/2022		Martin Cornell	Buckets to stabilize canopies	43.13
Bill	05/31/2022		Martin Cornell	Hardware for event canopies	20.73
Total 760700 · FOBWR Misc Expense					178.50
Total 760000 · FOBWR Projects					178.50
Total Expense					38,864.78
Net Ordinary Income					-33,799.68
Other Income/Expense					
Other Income					
44100 · Banking Interest payments					
Deposit	05/31/2022			Interest	2.21
Deposit	06/30/2022			Interest	
Deposit	06/30/2022			Interest	
Deposit	06/30/2022			Interest	
Deposit	06/30/2022			Interest	1.83
Total 44100 · Banking Interest payments					4.04
44200 · Investment Interest Income					
General...	05/31/2022	46		Rcd May 2022 Interest Income	53.35
General...	06/30/2022	47		Rcd June 2022 Interest Income	111.11
Total 44200 · Investment Interest Income					164.46
Total Other Income					168.50
Net Other Income					168.50
Net Income					-33,631.18



Consulting Agreement

THIS CONSULTING AGREEMENT is made as of the 1st day of July, 2022, by and between the Friends of Brazoria Wildlife Refuges (the “Client”) and Land/Water Associates LLC (the “Consultant”).

WHEREAS, the Client desires to retain the services of the Consultant, and the Consultant desires to provide independent contracting services to the Client;

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, the Client and the Consultant agree as follows:

1. Engagement. The Client hereby retains the services of the Consultant as an independent contractor, and the Consultant accepts such contracting, upon the terms and conditions set forth herein.
2. Terms. This Agreement shall have a term of 12 months commencing on the date of this Agreement, unless sooner terminated in accordance with Section 5 herein.
3. Scope of Services. The Consultant shall provide assistance in fundraising and strategy for protection of properties in Wharton and Fort Bend counties, Texas, adjoining the recently protected Peach Creek Forest, to further expand the National Wildlife Refuge System. Where feasible, Consultant shall seek to recover a 7 percent administrative fee for Client from foundation grants.
4. Compensation and Expenses. In consideration for the services to be rendered by the Consultant hereunder, the Client shall pay the Consultant compensation at the rate of \$100 per hour, plus reimbursement for expenses reasonably and actually incurred by the Consultant for or on behalf of the Client in the course of services. Any expense greater than \$500 needs to be approved by Client in advance. Compensation shall be payable upon the submission by the Consultant to the Client of an invoice indicating the number of hours and the nature of the services provided by the Consultant **provided that** Client shall only be responsible for compensating Consultant to the extent Client has funds in hand that are designated for the purpose set forth in Paragraph 3, above. Expenses shall be payable upon submission by the Consultant to the Client of appropriate bills and receipts for such expenses. Invoices and expense reports will be submitted and paid quarterly.
5. Termination. This Agreement may be terminated by either party, with or without cause, upon thirty (30) days prior written notice. In the event of termination by either party, the Consultant shall only be entitled to compensation and expenses for services performed before the date termination becomes effective.
6. Taxes. As an independent contractor, the Consultant shall be responsible for payment of all federal, state, and self-employment taxes resulting from compensation paid to it under this Agreement.



- 7. Laws and Jurisdiction. This Agreement has been executed and delivered in the State of Texas and shall be subject to and interpreted by the laws of the State of Texas.
- 8. Entire Agreement. This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements and understandings, whether written or oral, between the parties.

IN WITNESS WHEREOF, the Client and the Consultant have executed this Agreement as of July 1, 2022.

Lisa Myers, President
Friends of Brazoria Wildlife Refuges

Ernest Cook, Principal
Land/Water Associates LLC

Date: _____

Date: July 5, 2022



Friends of Brazoria
Wildlife Refuges

MINUTES OF THE BOARD MEETING
Friday, July 8, 2022, 1 p.m. at GCBO

BRAZOS Brazos Motorsports

1350 S. Velasco St.
Angleton, TX 77515
979-549-0778

Sales Person: Kassey Stedman

Quote # 2118

Date: 07/06/2022

Buyer: Atkins, Oron
Lake Jackson, TX (Brazoria) 77566 -
ORONATKINS@COMCAST.NET
(P) 979-236-2067

Stock#	Unit	VIN	Mi/Hrs	Price
	New 2022 Polaris Ranger 1000 EPS (Sagebrush Green)		0	\$16,499.00
Total Unit(s) Price:				\$16,499.00

Requested Parts & Accessories:			
Part #	Part Description	Qty	Total Sale Amount
2882911	K-ACCY ROOF POLY,SPORT,ZS	1.000	\$449.99
2879969	K-MIRROR,RRVW,CAB,RGT	1.000	\$74.99
2882714	K-WINCH,4500 HD,ZS	1.000	\$679.99
2830522	2 X2 HITCH,2 BALL	1.000	\$39.99
INSTALL LABOR	ACCESSORY INSTALL LABOR	2.000	\$224.00
			\$1,468.96

Invoice Summary	
Total Unit(s) Price:	\$16,499.00
Total Freight:	\$795.00
Total Set-Up:	\$500.00
Total Other:	\$0.00
Total F&I:	\$0.00
Total Parts:	\$1,468.96
Total Service:	\$0.00
VIT:	\$35.89
Sales Tax:	\$0.00
Doc Fees:	\$125.00
Other Fees:	\$65.00
Total Sale Price:	\$19,488.85
Trade-In Allowance:	\$0.00
Trade-In Payoff:	\$0.00
Trade-In Value:	\$0.00
Cash Back:	\$0.00
Down Payments:	\$0.00
Balance Due:	\$19,488.85

PLEASE REMIT PAYMENT TO:

Brazos Motorsports
1350 S Velasco St
Angleton, TX 77515

Credit card charges over \$3,000 are subject to a 3% fee



https://gulfofmexicoalliance.org/wp-content/uploads/2022/06/2022-GOMA-Gulf-Star_Green-Design-Project-RFP_FINAL.pdf



REQUEST FOR PROPOSALS

GOMA's 2022 Gulf Star Program: Improving Coastal Community Resilience with Green Infrastructure

Deadline for proposal submission: July 29, 2022

The Gulf of Mexico Alliance (GOMA) is a partnership of the five Gulf States, federal agencies, academic organizations, businesses, and other non-profits in the region. Our goal is to significantly increase regional collaboration to enhance the environmental and economic health of the Gulf of Mexico. For more information about the Gulf of Mexico Alliance and the Gulf Star Program visit <https://gulfofmexicoalliance.org/>.

BACKGROUND

The Gulf Star Program is a public-private partnership that leverages contributions from agencies and businesses and is administered by the Gulf of Mexico Alliance. The Gulf Star Program provides funding for projects that accomplish actions identified by the Alliance's Priority Issue Teams and Cross-Team Initiatives in the [Governors' Action Plan for Healthy and Resilient Coasts](#).

GOMA's Integrated Planning Cross-Team Initiative supports the implementation of adaptation, conservation, and resilience activities at the local community and regional scale. This includes providing improved access to information, tools, and resources to implement projects that include both the natural and built environment. Through this Request for Proposals (RFP), funding from the Gulf Star Program is available to the Integrated Planning Cross-Team Initiative to implement a green infrastructure project that will improve community resilience and the natural environment.

PROJECT SUMMARY AND SCOPE OF WORK

Green design and infrastructure practices such as rain gardens, living shorelines, marsh plantings, and pervious paving are a cost-effective way to help communities improve resilience and manage stormwater. Benefits can include: reduced flooding; storm protection; cleaner water; and increased habitat for wildlife.

This project will increase the ability of Gulf Coast communities to improve their resilience and reduce water pollution by adopting innovative green design/infrastructure practices. Specifically, GOMA's Integrated Planning



Brazoria County Hurricane Preparedness Agenda

Date: Saturday, July 16th, 2022
Time: 1pm – 4pm
Location: Lake Jackson Civic Center
333 TX-332
Lake Jackson, TX 77566

****Please arrive early to set up your table****

Timeline of Events:

1:15PM – 1:20PM – Guest Speakers/Organizations will begin their allotted time on stage to speak to constituents present

- Christine Thigpen of Congressman Randy Weber’s Office will serve as emcee

Speaking Order:

Introduction/Announcements – Christine Thigpen

Welcome – Congressman Randy Weber (5-10 mins)

Guest Speakers:

(Christine Thigpen will announce for each individual/group to come to stage)

Elected Officials: (3-4 mins)

State Representative Mayes Middleton

County Judge Matt Sebesta

Pct. 1 Constable David Thacker

Mayor Paul Horn (Alvin)

Councilman Joel Castro (Alvin)

Mayor Jason Perez (Angleton)

Mayor Suzanne Powell (Danbury)

Mayor Gerald Roznovsky (Lake Jackson)

Mayor Gregg Bisso (Village of Surfside Beach)

Agencies/Non-Profits: (You will announce your name, name of organization and your table location)

NOAA (National Weather Service)

SBA

GLO

Brazoria County Dream Center

ActionS, Inc.

Red Cross

Salvation Army

United Way

Friends of Brazoria Wildlife Refuges

Lake Jackson EMS/Fire

Homeland Preparedness Project

CenterPoint Energy

US Army Emergency Team

Congressman Randy Weber/Christine Thigpen – Closing Remarks

Remainder of Event

- Elected officials may leave once they have provided their speech/photos

- Government Agencies/Nonprofit Organizations will stay at tables to speak with constituent walk ups and provide resources

4:00PM – Event concludes, organizations may clean up their area

****trash must be picked up and chairs stacked in sets of 10, per civic center’s rules****