



**Minutes of the Board Meeting**  
**of the Friends of Brazoria Wildlife Refuges**  
**September 11, 2020 (Pending approval at 13Nov20 board meeting)**  
**Online Meeting**

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

**Absent Board Members:** Herb Myers (approved), Dick Schaffhausen (approved), David Plunkett

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

**General Member Attendee:** Mike Lange, Ruby Lewis

A quorum being present, President Lisa Myers starting the meeting at 1:02 pm

The **Minutes of the July 10, 2020 meeting of the Board** were unanimously approved, as amended, after a motion by Mickey and a second by Oron.

**Financials:** The financial statement for August, 2020 was presented and approved with no discussion; it is attached to these minutes.

No **email motions** were made in the interim since the July 11, 2020 meeting of the board.

**Mike Lange – Land acquisition:** The status of the 4,769-acre McNeal tract in Wharton county remains as reported at the 10July20 board meeting. A source for \$678,500 needed for the 50% match requirement for a \$1,357,000 donation by the Knobloch Foundation has yet to be nailed down; the deadline for this offer is January 2022. Mike is still pursuing the Nature Conservancy to act as a bridge lender until other sources can be found.

The situation for the 250-acre Spears Tract remains as reported at the last board meeting.

A **\$10,000,000 Grant** from the Department of Agriculture National Resource Conservation Service (NRCS) **Regional Conservation Partnership Program** may be available to FOBWR and a partner for the pre-purchase discovery work on the conservation of the Columbia Bottomlands. The funds would be issued up front (i.e. this would not be a reimbursement grant). Congressional authorization for this initiative was included in the 2018 Farm Bill. These funds would come from a national \$360 million program and would be disbursed over a five-year period. A match would be needed (details to be determined), but may include funds from other federal agencies (e.g. the Department of Interior) and from NPOs like Houston Endowment. FOBWR essentially would already have the required match.

Our proposal would need to be received by November 1st. Mike noted that our chances of success would be approved by having a partner engaged in land trusts. The Katy Prairie Conservancy will be submitting a grant under this program, so our proposal must differentiate us from this competition. **Mike will prepare a draft proposal for review by Lisa and Marty.**

The whole process of acquiring the funds would take over two years, with the first year solidifying the partnership and at least a year after that to begin the cash flow.

**Refuge Update – Jennifer -**

- The end of the fiscal year is focused on finishing up projects, including the low water crossings on Ivy Road in the SBNWR. This should occur late September.
- The third phase of the \$5.6 million [Ducks Obligation] Resiliency Project on the intracoastal waterway should have engineering and design wrapped up by March 15<sup>th</sup>.

- Tom Schneider reported that DEEP will not resume until winter or spring. Tom is checking with schools to see their interest in at school suitcase sessions.
- October 9<sup>th</sup> is targeted to resume the **Refuge Walks** program. Since typically only about a dozen people participate at a session, SARS Cv19 restrictions should not be a problem.
- Restrooms for **Cannan Bend** should be installed by the end of November. Bids for an electronic gate and a water well have been posted. Trails have been mowed and gravel has been positioned for spreading. The next focus will be on boat ramps and docks.
- The Texas Parks and Wildlife Department are offering conservation grants of up to \$10,000. Toward this end Marty moved and Phil seconded the motion that “**The FOBWR board authorizes the submission of a \$10,000 grant request to the Texas Parks and Wildlife Conservation Grant Program for eradication of invasive and planting of native vegetation on the Cannan Bend Unit of the San Bernard National Wildlife Refuge. The board also authorizes the spending of up to \$10,000 from our McGovern reserves to be used as a match to this Conservation Grant.**” This motion passed unanimously. [Our application was subsequently submitted on 14Sep20.]
- The problem persists with the solar panel inverter that powers the pump for the Discovery Center pond. Jim Payne continues to work with the supplier to get this issue resolved.
- The Houston-Galveston Area Council is offering “Poop Stations” for public areas frequented by dog walkers. **Lisa will contact HGAC for getting a station at both Dow Woods and the Bobcat Woods Trail.**

#### Grants and Project:

Signs and benches for the **Bobcat Woods Trail** have been delivered. **Mickey will get with Curtis to select the location for the signs.** Two spurs from the boardwalk to the slough remain to be constructed; this will be targeted in the next few weeks when the weather cools. Jennifer will confer with Curtis on progress to get the water well back in operation.

**Action Items** are listed as an attachment to these minutes. New features are **bolded**. Completed actions are:

- The TPWD has extended our deadline to complete the Bobcat Woods Trail to June 1, 2021.

**Administrative Expenses:** The board requests that Dick propose a plan to fund FOBWR administrations expenses to be presented before the November board meeting. Per his draft budget for 2020, admin costs would exceed \$10,000; this budget did not include the estimated \$8,000 for an annual audit. [The March, 2020 board minutes further noted major admin expense items.] It was suggested that one source of funds would be to increase dues to \$50 per year. [the draft budget estimated \$500 of dues revenue.] Membership would need to be significantly increased to provide a significant portion of admin expenses.

The meeting was adjourned at 3:42 pm.

Submitted by Marty Cornell,

Secretary, FOBWR

**FOBWR FINANCIAL STATEMENT, AUGUST 31, 2020**

TDECU				\$179,393.35
Merrill Lynch				\$259,636.94
Cedar Lake Cut Lands Receivable				\$2,400.00
Bobcat Woods Grant Receivable				\$8,000.00
<b>ACCOUNT BALANCE</b>	-			<b>\$449,430.29</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	\$206,022.19	\$118,977.81
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	\$18,400.00	\$18,400.00	\$0.00
20161017 Every Kid in Park	National Park Service	\$112,500.00	\$112,500.00	\$0.00
20161205 Bobcat Woods Matching \$ Rec 152,000.00	FOBWR	\$246,330.52	\$244,542.48	\$1,788.04
plus ATFN 2015 funds \$53,641.0				
plus Grant Receivable of \$8,000.00				
Plus McGovern Funds of \$17,000.00				
Plus refunds deposit acct \$15,689.52				
<b>TOTAL ALLOCATED FUNDS</b>		<b>\$1,136,665.81</b>	<b>\$795,751.80</b>	<b>\$340,914.01</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
Migration Celebration	FOBWR	\$25,181.00	\$8,125.11	\$17,055.89
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		\$3,440.38	\$4,231.55	-\$791.17
20190601 ATFN 2019 Cannan Bend	FOBWR	\$155,406.29	\$78,013.95	\$77,392.34
<b>TOTAL FOBWR PROJECTS</b>		<b>\$232,102.81</b>	<b>\$121,521.11</b>	<b>\$110,581.70</b>
<b>TOTAL FUNDS AVAILABLE FOR PROJECTS</b>				<b>-\$2,065.42</b>

TDECU SAVINGS

15.08

TOTAL Funds in Bank Accounts

\$439,045.37

**COMPLETED PROJECTS OR 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 web site maintenance 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

7/17/2020 closed out EKIP grant. Transferred funds to another entity.

#### Motions

3/13/20 \$500.00 for purchase of owl pellets. Funds from McGovern San Bernard acct.

4/9/20 \$15,000.00 to cover additional costs of Bobcat woods trail. Funds from McGovern San Bernard acct.

5/4/20 \$2,000.00 to cover bonus to Galvan's Construction. Funds from McGovern San Bernard acct.

## Friends of Brazoria Wildlife Refuge Board Action Register 11Sep20

Action Item	Who? Date Started?	Due Date?	Status	Comments
Develop a New Outdoor Environmental Education Display for our canopy	David/Lisa/ Marty	Target <b>Jan, 2021</b> 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>
Upgrade the FOBWR website	Phil (took over from Lisa)	Date not specified	Ongoing	<b>David Stark of Overnite Software has offered his services pro bono, using the Weebly format to create a duplicate prototype. He will be using more photos to provide visual candy. Security for online sales will be a feature; the cost of the security feature TBD. Board approval required for any upgrades</b>
Develop text on FOBWR history for website	Ed Barrios	Sometime in 2020	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.

Develop a Succession Plan	Lisa, Mickey	Sometime in 2020	Researched succession planning	Kim is looking into protocol (bylaws, P&P), board consensus is needed to define skill needs. Mickey will approach David Heinicke on his interest to be involved. Mary Swartz is also highly thought of.
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.
<b>Explore Outreach Trunks</b>	<b>Ed, Ruby, &amp; Tom</b>	<b>On/Before 31Dec21</b>	<b>Action pending</b>	<b>Outreach trunks should be considered; one being about butterflies. Tom to meet with BISD science administrator to discuss the concept.</b>
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]
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> ]
Arrange a thankyou meeting with 1st grader Alex Grogard	Lisa	As soon as convenient	Action pending	<b>path to recognition is needed.</b>
Finish Bobcat Woods Trail	Curtis, Oron, Marty	Before June, 2020	underway	<b>Should be done by year end. Need 2 spurs, signs, benches and water well rehab.</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>

Download ATFN Records to our archives	Marty	not specified	Action pending	Now possible with password protection removed.
Download Outreach records to our archives	David	not specified	Action pending	Now possible with password protection removed.
Download Governance items into our Archives	Marty	May, 2020 board meeting	As soon as convenient	
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
Refresh the Discovery Center Display	Lisa, Phil, Tom, Herb	not specified	Ongoing	"Working on costs from taxidermist and his availability" 10Jan20
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.
Confirm TPWD due date of the BWT grant	Marty, 13Mar20	O/B 30Mar20	Done	Got Covid19 extension to 1Jun21
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

Draft a grant request under the NRCS-RCPP.	Mike Lang, review by Lisa and Marty	O/B 13Nov20 board meeting	in progress	this would be a multi-million dollar grant with funds going to purchase the McNeal Tract
Contact HGAC to get "poop stations" for DWT and the BWT	Lisa	O/B 13Nov20 board meeting	in progress	
Determine location of signs for BWT	Mickey and Curtis	As soon as convenient		