

**Minutes, Board of Directors Meeting  
Friends of the Lower Suwannee and Cedar Keys National Wildlife Refuges  
November 1, 2010**

The meeting was called to order by Jay Bushnell, President, at 12:00 p.m. at the Refuge Headquarters. Jay made introductions of board members and other attendees. The following board members were present: Jay Bushnell, President, Mark Gluckman, Peg Hall, Russ Hall, Richard Herman, Joan Stephens, Treasurer, Bob Hudson, Secretary, Ed DeHaan. Also present were John Kasbohm, Refuge Manager, Pam Darty, Ranger, Michelle Pearson and John McPherson.

- I. Minutes of the September 24, 2010, meeting of the Board of Directors - Following review it was moved and seconded to approve the minutes of the Board of Directors meeting of September 24, 2010. Motion carried.
- II. Treasurer's report- Joan Stephens provided the Treasurer's Report, reporting that the current bank balance for the Friends Group is \$6,609.41. She subsequently amended the report for the bank balance upon identifying two additional checks, as well as the deposit for funds raised at the Cedar Key Seafood Festival, to \$6,610.57.
- III. Nominating committee report- Reporting on behalf of Marci Wilcox, Chairperson, Jay Bushnell stated the Nominating Committee makes the following recommendation to the Board of Directors:
  - a. That Michelle Pearson, John McPherson and Ron Black be nominated as new board members.
  - b. That Ed DeHaan, Richard Herman, and Marci Wilcox be nominated for re-appointment as board members

Following discussion, it was moved and seconded to recommend the above appointments and re-appointments to the full Membership at the 2011 Annual Meeting. Motion carried.

Jay noted that discussions are underway to identify individuals to recommend for the Treasurer and President positions.

- IV. Refuge update- John Kasbohm and Pam Darty provided an update on the Refuge, including an update on LSNWR staff in support of oil spill efforts in Louisiana and Mississippi, recently concluded black powder and archery hunting seasons, roadwork in Dixie County portion of the Refuge, observation towers construction, public programs conducted by Refuge staff including 4H Clubs and a trip for senior citizens from Williston to the Seahorse Key Lighthouse. John also reported that a four-year temporary position for a wildlife biologist had been approved from unused funds from prior budgets and recruitment is underway. He also reported on efforts to recruit another Refuge Law Enforcement Officer.
- V. Signature Friends Group Update- Mark Gluckman and Russ Hall provided an update on a "Signature Project" for the Friends Group which is to prepare "Paddling Guides" for selected waterways in the Refuge. The intent is to map fourteen waterways that showcase diversity in the bio-zones of the Refuge. The guides will include navigational maps and features including GPS waypoints, and, descriptions of bio-zones of plants and animals on each waterway. The purpose is not only to provide navigational information, but to "tell the story" of what a paddler can expect to see. There was great enthusiasm expressed by the board for the project, and extensive discussion of linking information electronically.
- VI. Electronic Connectivity – Peg Hall provided an update and live demonstration of her work on electronic reporting and the eNewsletter, Friends Group Facebook page, and development of the Friends Group website. She noted that the website is currently "static" meaning that the webmaster must make any and all desired changes, usually pro bono. She demonstrated another approach to a "dynamic" website that would allow designated board members to make changes, and, a different approach using a blog instead of a traditional website. She discussed the merits and potential disadvantages of each. Following extensive discussion and enthusiasm, it was moved and seconded to
  - a. Keep the Friends Group domain name

- b. Proceed with the Blog recently created by Peg Hall, at least for the time being
- c. Move forward with the Facebook page and the eNewsletter that is being distributed to Friends Group members.

Motion carried. Peg noted that she will continue to research the costs, capabilities and advantages/disadvantages of each approach.

VII. Liability for Friends Group Events- Bob Hudson explained that individual board members are indemnified under Chapter 617 of the Florida Statute for personal liability for actions of the board of directors or the Friends Group, so long as there is no willful negligence, etc.

VIII. Friends Group Calendar and Events –

- a. Jay Bushnell reported that the Friends Group booth at the Cedar Key Seafood Festival had \$81 in sales, and \$30 in donations. It was noted that a great deal of educational material was distributed to participants. It was suggested that consideration be given to conducting activities at the booth during future events as a means of educating the public and attracting even more traffic to the booth.
- b. A Nature Walk will be conducted by Joyce Tarnow on November 8. It will originate on the Dixie County side of the Suwannee River.
- c. December 4<sup>th</sup> Great Suwannee River Cleanup – Jay reported on planning for the event, noting that the Planning Committee had decided to provide water and snacks for participants. There will be three staging areas including the Town of Suwannee, Fowlers Bluff and Camp Azalea. It was agreed to begin at 10:00 a.m. Additional planning will continue. John Thalacker has overall planning responsibility for the event. The key individuals for each staging area include Richard Herman for Town of Suwannee, Jay Bushnell for Fowlers Bluff and Jim Hess for Camp Azalea.
- d. There will be a Nature Walk on December 6 originating at the Refuge Headquarters.
- e. A Campfire Social will be conducted by the Friends Group for members on December 10. It was agreed to begin at 7 p.m. The Friends Group will provide the ingredients for Smores. Jim Wilcox and Jay Bushnell will bring guitars for campfire playing and singing.
- f. John Kasbohm reported on the following events for Refuge staff:
  - 1) December 1 – The Refuge will hold an Interagency Luncheon at Refuge HQ at noon, similar to previous lunches for these agencies. Kenny McCain will prepare the main dish. It was moved and seconded for the Friends Group to provide the food for the luncheon. Motion Carried. Board members are invited to attend and bring a side dish.
  - 2) November 23 – there will be a Thanksgiving Luncheon at noon for Refuge Staff and board members are invited to attend.
  - 3) December 9 – There will be a Christmas party for Refuge staff beginning at 1:00 and board members are invited to attend.
- g. Annual Meeting – The Friends Group Annual Meeting was discussed. Following discussion it was moved and seconded to:
  - 1) Hold the Annual Meeting at the Refuge Headquarters on February 26, 2011, beginning at 10:00 a.m.
  - 2) The keynote speakers will be Mark Gluckman and Russ Hall, who will speak about the Friends Group Signature Project.
  - 3) Following the speakers, the group will be divided into breakout groups for fifteen minutes and asked to provide feedback to the Friends Group on such questions as 1) Why did you join the Friends Group?; 2) What would you like to get out of your participation?; 3) What should be the future direction of the Friends Group?; etc.

- 4) Activities for participants will be conducted by Refuge Staff and others, as in the past.
- 5) We will try to arrange for a boat tour for participants, and recognizing that the tour operator would lose a workday, will reimburse the operator for the revenue they would have otherwise earned that day, within reason.

Motion Carried.

It was noted that this event will mark the tenth year for the Friends Group, and we should publicize that milestone. Bob Hudson agreed to talk with Doug Maples about possibly participating with his tour boat.

- IX. IBIS Publication – Jay Bushnell noted that the next IBIS will be published soon and asked for materials. It was agreed to include information on the December 4<sup>th</sup> Great Suwannee River Cleanup. John Kasbohm will provide information about Refuge staff deployments in support of the Gulf oil spill. Pam Darty will provide information about the activities conducted for the public by the Refuge. Peg Hall will provide information on how to get information for the web page.
- X. Old Business – Jay Bushnell reported that, per the authority he had received by email from the board of directors by email, he had ordered a minimum order of forty-eight “Teddy Roosevelt Bears” for sale at future Friends Group events.
- XI. Next board meeting – It was moved and seconded to hold the next meeting of the board of directors on January 10, 2011, at 10:00 a.m. at Refuge Headquarters. Motion carried.
- XII. Adjournment - It was moved and seconded to adjourn at 12:15 p.m. Motion carried.