

Board of Directors Meeting  
April 14, 2010

Attending: Peg Hall, Russ Hall, Mark Gluckman, Ed DeHann, John Thalacker, Marci Wilcox, John Kasbohm, Joan Stephens, Pam Darty and Jay Bushnell

Jay Talked about other groups and the information he has received from them and offered some publications for all to peruse.

**Minutes:** Ed DeHaan made a motion to accept both the Jan 20 2010 board meeting minutes and the Annual meeting, Russ and Peg Hall seconded and the motion passed. Jay stressed that the By Law changes that were approved simply need signatures

**Treasurers Report:** Ed Dehaan made a motion to accept the Treasurers report as presented via email, Peg Hall seconded and the motion passed.

**Membership:** A list of non-renewals from 2009 was devided among some Board members for personal contact.

**Refuge Up date:** John Kasbohm mentioned the following:

There have been two prescribed fires burning over 1800 acres.

There is to be a Swallowtail Kite Nesting Survey

Timber sales and the fires have taken the Kites nesting into account.

A contract is being signed for the observations decks.

There is a meeting with the Dixie County manager and others regarding land near Yellowjacket.

The Hunt meeting will be May 4, 2010 at 6PM

Florida Natural areas group have made a survey of rare plants on the refuge.

The Light House Open House will be on July 10,2010

Pam Darty's report included:

Various Programs, the tree walk, career day at the local schools that obtained some YCC people who will start 6,21,2010, a grant was written for interpretive panels to go up near the observation decks, and talks with Ken Sassaman (spelling?) about more programs on archeology.

**Marquee Project:** Mark Gluckman provided detail information and maps about a possible program using paddling guides as a way to learn more about the Refuge. This was greeting with a lot on enthusiasm by the board. Mark will move forward on refining the project with the help of members who he contacts

**Calendar for May and June:** John Thalacker has no items...except the May 3 Nature Walk. John is looking into speakers and programs for fall.

Jay pointed out that we might consider the Annual meeting the end of Feb. instead of March in order to avoid conflicts.

PR for events should be provided to Marci that can then be forwarded to a list of papers.

Jay is in charge of the Art Festival on April 24<sup>th</sup> and 25<sup>th</sup>.

**Ibis:** Those making contributions please forward your articles with pictures if possible to Jay by May 24th. The board seems to want to keep the hard copy Ibis that we have putting out. Jay will find out about possible bulk mailing through the Print Shop.

**New Board Members:** Jay suggested each of us try to locate people who would be willing to work closely with others to support our mission and be able to have the time to participate in meetings, festivals, committee work and responding to email business. Peg suggested a job description which she will develop.

**Web Page:** Find out about ownership from Sharon McKitterick. Peg will work on this.

**Florida Friends Alliance:** Jay and Marci found this very interesting, helpful and informative. The one item missing from all the conservation discussion was how this all affects people.

**Suwannee River Cleanup:** Mark has been working with a group on this and has discovered the group has given our Friends of the Refuge the responsibility for the lower Suwannee. This can take place from Sept to Nov, but if we agree to this it will have to be in Dec. for the Friends Group. Because of his past experience, John Thalacker agree to be the point person in organizing the effort.

**Honorarium Review:** As has been Board policy, speakers may be offered \$100 honorarium.

**Projects:** John Thalacker reported on process for signage for the trees that have been identified...much too high! He is looking for other types. Something has to be done about the tents. The butterfly garden will need more pine straw and watering over the summer.

**New Business:**

**Clamamerica:** Date 7/4/2010 (?) Do we want to do this again? Marci indicated she would check into doing it.

**Goals:** Storefront somewhere for sales? School programs, Projects, fund raising.. A smaller part of the board...ad Hoc committee meeting occasionally (oftener than 4 times a year)

**Kiosk in Cedar Key:** Needs updating as does our story board. There will be a call in the IBIS for creative people who can help design and put together an updated kiosk and story board.

**Hidden Coast Paddling Festival:** Date is in Sept so with no more board meetings till Sept we will be unable to participate.

**Bob Hudson Proposal:** He proposes that operational items for the day-to-day working of the Friends group not exceeding \$100 maybe approved by the President and the Treasurer without prior Board approval but shall be reported to the board at its next regular meeting. It was approved by the Board.

**Next Board Meeting:** Will be on Friday September 10, 2010, 10:00 a.m. @ Jay and Donna's home with lunch to follow.

Meeting adjourned at 12:45 PM.

**Friends of the Lower Suwannee and Cedar Keys NWR  
Board of Directors Policy**

**Date:** March 22, 2010

**Policy Name:** Financial Expenditures

**Policy Statement:** It shall be the policy of the Board of Directors of the Friends of the Lower Suwannee and Cedar Keys National Wildlife Refuge that all expenditures shall be properly approved and accounted for, in accordance with the Bylaws.

**Purpose:** To ensure that expenditures of funds are properly controlled, but allowing a process that is not administratively burdensome to the Board of Directors.

**Implementation:**

1. To the extent practical, all expenditures for the coming year shall be specifically listed in the Annual Budget approved by the Board of Directors. However, it is recognized that all expenditures cannot be foreseen in advance and the budget may include general categories such as Other Expenses.
2. Items specifically listed in the Annual Budget may be expended by the President or Treasurer without further approval by the Board of Directors, subject to requirements for double signature of checks as called for in the Bylaws.
3. Items not specifically included in the Annual Budget, and, items in the Annual Budget in a general category but not specifically defined, shall require approval by the Board of Directors prior to expenditure.
  - a. Exception: Operational items for the day-to-day working of the Friends Group not exceeding \$100 may be approved by the President and the Treasurer without prior Board Approval, but shall be reported to the Board at its next regular meeting. This exception shall only apply to operational items including, but not limited to, deposits for display booth at events, publishing and mailing costs of Friends Group publications, etc.
4. All non-operational items shall require prior approval of the Board of Directors.