

**Minutes
Board Meeting
Friends of the Lower Suwannee & Cedar Keys National Wildlife Refuges
Thursday, December 17, 2015**

Present:

Board Members: Libby Cagle, Debbie Meeks, Bob McKinstry, Maria Sgambati, Roger McDaniels, Kit Lane, Peg Hall, Carmelo Escheveria, John Thalacker, John McPherson, Bill Dummint.

Refuge Staff. Andrew Gude, Larry Woodward.

Guest. Jay Bushnell.

1. The meeting was convened at 10:00 a.m. by Maria Sgambati, Vice President, in the absence of Greg Lang, President.
2. Approval of Minutes: **Motion** made by Peg Hall, **Seconded** by Kit Lane to approved the minutes of the Board Meeting of November 19, 2015, as submitted. Passed by a unanimous vote.
3. Refuge update: Andrew Gude and Larry Woodward reported as follows:
 - a. Complex: Will be split between north and south and FWS will be advertising jobs for Crystal River and St. Marks. It is not known where Lower Suwannee and Cedar Keys will go, although it looks like north (St. Marks). There was discussion as to which would be best for Lower Suwannee/Cedar Keys which are part of the Big Bend. There is also a question of distance between St. Marks (2.5 hours) and Crystal River (1 hour).
 - b. Heavy Equipment Training Class: Had one last week for staff from other refuges.
 - c. Tram Trail: Focused on finishing that trail with clearing and boardwalks. Will be working on a brochure so it's clear where the trails are.
 - d. Trail Maintenance: Took all Refuge staff to do cleanups and other maintenance on Atsena Otie and also Shell Mound trails.
 - e. Cooperator's Lunch: Went really well.
 - f. Seahorse Island: Open house this weekend.

4. Committee Reports:

- a. Treasurer's Report. Written report, attached, reviewed by Libby Cagle.
- b. Communications. Peg Hall presented a report, and Debbie Meeks reviewed what had been done on Dixie County projects.
- c. Invasive Species. Roger McDaniels reported that there was a training session and that a couple of new people showed up. The group did some work on west side of SR 24. With regard to the Lukens Tract: SRWMD still owns and is responsible for invasive species and Roger will continue working in the area.
- d. Inventory. Carmelo Escheveria presented an inventory report and there was discussion of what was needed to be ordered. It was agreed that we will hold off on ordering hats, etc., until the Communications Committee makes recommendation on a logo. There was consensus to not order more of the waterproof paddling panels that can't be folded and taken on a kayak, and that there should be further research on foldable waterproof paper.
- e. Membership. No report by Marci Wilcox who was not present. Maria will talk to Marci about membership renewal for 2016. There was discussion about the best way to publicize the need to renew, with the consensus being to send an email to all on email list as a reminder to join.
- f. Nominating. Roger McDaniels reported that they are close to having full slate but still have a couple of issues: need someone to be president elect, and have a couple of people considering being treasurer. Will have it ready by end of December.
- g. Priorities Planning. Bill Dummint, Maria Sgambati, and Peg Hall are on the Priority Planning Committee. Board consensus is that the written report is good and that the committee should tie it to the budget and come back with a report.

5. Initiatives updates:

- a. Advocacy. Jay Bushnell handed out the Executive Summary for a Big Bend study conducted by the Conservation Fund, which he recommended that everyone read in full online. Jay passed out and reviewed an advocacy report. It was reported that Congress is funding the Land and Water Conservation Fund, and that there were increases in FWS and Refuge budgets. Jay reported on the meeting between George Wilson and Friends members Jay, John, Peg, and Russ. Maria Sgambati offered her support for emphasizing advocacy, and the need now is to find people to actually do the work.

6. Business items, updates and notes of appreciation:
 - a. Debbie Meeks reported on the River Cleanup Day and Board meeting last month in Suwannee. All agreed that it went really well, and Maria complemented Debbie on how much energy went into the day, the diversity of people who showed up, and the delicious lunch. It was agreed that a meeting in Suwannee should be held again in the future.
 - b. Ibis. A written report was submitted, and Jay Bushnell reviewed, with the consensus being that the Ibis should come out in December or January. The Board agreed to try to get stuff to Jay ASAP.
 - c. Annual Meeting. The tentative date was set for March 12, and committees will work on speaker, fund raiser, etc. Greg will get in touch with Kenny about food.
 - d. Financial Review Committee to be formed: Maria, Kit, Mack Cox.
 - e. Proposed Conflict of Interest Policy. Need members to sign conflict of interest form. Peg Hall and Bob Hudson were thanked for working on the draft policy, and board members were asked to review and consider adopting.
 - f. Bill Kilborn: John Thalacker recommended that we not use Friends money for a memorial because it is a bad precedent to start. He suggested that if individual members want to contribute money, that they should do so. The Board agreed.
 - g. Okeefenokee: Libby wanted to know if any Board members were interested in a trip there. The consensus was that Friends should organize a field trip, and Libby will work on January or February.
7. Adjourned: 12:07 p.m.

Friends of the Lower Suwannee and Cedar Keys National Wildlife Refuges Transaction 2015

Date	ck no	payee	Membership	Donations	Sales	Ck Amt	MO Total	Balance
12/31/14								\$23,289.00
1/6/15	DEP	memberships	160.00					830.19
1/8/15	244	Florida Department of Revenue (sales tax)				-33.56		
1/8/15	245	FL Dept of State, Div of Corp)				-61.25		
1/15/15	dep	Paypal memberships	500.00					
1/15/15	dep	memberships	165.00					
1/26/15	dep	memberships	120.00					
1/29/15	dep	memberships	140.00					
1/29/15	246	Jack Emblom - overpayment refund	-20.00					
		Jan totals	905.00			-94.81	810.19	24,119
2/3/15	247	Print Shop (newsletter)				-82.50		
2/3/2015	248	Print Shop (adventure brochures)				-275.00		
2/3/2015	dep	memberships	170.00					
2/11/2015	dep	memberships	305.00					
2/12/2015	249	Jay Bushnell (postage)				-19.60		
2/12/2015	250	Friends of Library				-100.00		
2/19/2015	253	John Thalacker (Tarps for Vista boat)				-93.84		
2/20/2015	251	Coleman Sheehy				-100.00		
2/20/2015	dep	memberships	40.00					
2/28/2015	auto	Paypal - fee				-6.26		
		Feb totals	515.00			-677.20	-162.20	23,957
3/5/2015	dep	Sales (annual meeting)			387.00			
3/5/2015	dep	memberships (annual meeting)	560.00	240.00				
3/6/2015	dep	Silent Auction		2,031.00				
3/24/2015	252	Ken McCain (food annual meeting)				-452.24		
3/30/2015	dep	memberships	205.00					
3/20/2015	254	USPS (PO Box)				-48.00		
3/20/2015	255	Bob Hudson (Ann mtg supplies)				-357.44		
3/31/2015	dep	donations - art festival		41.00				
3/31/2015	dep	sales (art festival)			453.00			
		Mar Totals	765.00	2,312.00	840.00	-857.68	3,059.32	27,015
4/6/2015	256	Florida Department of Revenue (sales tax)				-54.95		
4/15/2015	dep	donation/membership	70.00	200.00				
4/16/2015	257	Donna T (butterfly garden)				-83.92		

