

MINUTES

Board Meeting Friends of the Lower Suwannee & Cedar Keys National Wildlife Refuges Tuesday, April 10, 2012

The meeting of the board of directors of the Friends of the Lower Suwannee and Cedar Keys National Wildlife Refuge was called to order by Peg Hall, President, at 10 a.m. on April 10, 2012, at Refuge Headquarters.

Board Members Present: Kirby Alexander, Sean Dowie, Carmelo Echevarria, Mark Gluckman, Peg Hall, Russ Hall, John McPherson, Jerry Salamon, John Thalacker.

Also Present: Andrew Gude, Refuge Manager.

Approval Items:

1. Minutes from February 21, 2012 Board Meeting
 - Motion by: John Thalacker, to accept, with correction that Carmelo Echeverria should not have been listed as a member of the Board.
 - Second by: Jerry Salamon
 - Vote: Unanimous in favor.
2. Minutes of the Annual Meeting
 - Motion by: John Thalacker, to accept.
 - Second by: Jerry Salamon
 - Vote: Unanimous in favor.
3. The date for next meeting--Monday, May 21—was agreed to by consensus.

John Thalacker raised the idea that during the summer meetings of the Board could be by conference call. After discussion, Andrew Gude agreed to look into obtaining a "Spider Phone," and it was agreed that members should have the option of attending in person or by conference call.

Discussion and Decision Items

1. Treasurer's Report
 - Jerry Salamon submitted financial reports for February and March. He noted new memberships resulting from Ibis newsletter, and that the receipts from the annual meeting were \$3,500, which is more than the receipts from last year. He also submitted a budget report, and noted that revenues were exceeding projections due to new life memberships. Reports were accepted by consensus and are attached.
2. Revision to 2012 Budget Assumptions
 - Jerry Salamon suggested that the budget assumption that Friends would not annually spend more than annual revenues should be deleted because it is

unrealistic and the Board has already violated the assumption this budget year. He suggested that the Board should not place artificial restrictions on itself, and that budgeting is an evolving process. Discussion ensued.

Motion by: Jerry Salamon, to delete budget assumption that Friends would not annually spend more than annual revenues.

Second by: Sean Dowie.

Vote: Unanimous in favor.

3. Inventory Replacement.

Peg Hall suggested that new inventory was needed due to brisk sales at the annual meeting, etc. She submitted a suggested order which is attached to these minutes.

Motion by: John Thalacker, to purchase the new inventory as suggested by Peg Hall.

Second by: Jerry Salamon.

Vote: Unanimous in favor.

4. Annual Meeting -- Lessons for Next Year

The annual meeting was discussed, with the following lessons learned:

- Speakers in the afternoon do not work well; not well attended.
- This year's speaker was very good, as was the food.
- The sign-in went well, but handling money can be overwhelming at times.
- It would be good to have a better space. The pros and cons of having the annual meeting at Seahorse Key were discussed. The consensus seemed to be that due to logistical issues, it might be better to try to have a smaller retreat there. Andrew Gude offered to look into this.
- The attendance this year was about 110-120.
- It was suggested that more presentations by staff members regarding what's going on in the refuges, and what research is being done, might be good.
- It was suggested that the Board might want to consider charging for lunch, rather than basically giving it away free to those who join. A donation jar was also suggested.

5. Paddling Project

a. Reordering the Panels

Mark Gluckman reported that it has been discovered that the panels are not waterproof. He discussed the following options:

- Plastic bag (very costly)
- Cut grommet off and re-laminate
- Redo: \$2500 estimate from Office Depot

After discussion, it was agreed that Sean Dowie would look into the options and costs for having the panels printed on waterproof paper. Andrew Gude also

expressed the Refugees' support for the project and coming up with a solution so long as the cost is within a \$3,000 budget; too valuable a project to not follow through on. After discussion of what to do with existing stock, it was decided to wait for further information on the cost of a solution.

b. October Paddling Festival proposal

Mark Gluckman reported that he was approached by Hidden Coast Paddling Festival about whether Friends would want to participate in the upcoming event on October 6 and 7 in Suwannee. Hosting a movie night with free beer was suggested as one possible way of participating. The consensus of the Board was that it would be good to participate. Gluckman will present a proposal for participation at the next meeting.

c. Group Paddles over the next few months

It was agreed after discussion that Friends should try to schedule monthly paddling events.

6. Upcoming Festival Plans

a. Cedar Key Arts Festival (April 28-29) – Friends responsible/Refuge helping
Peg Hall handed out a sign-up sheet for helping at the Cedar Key Arts Festival.

b. Suwannee Stone Crab Festival (April 28) – Refuge responsible/Friends helping.
It was reported that Richard Herman is handling the registration. Andrew Gude noted that Refuge staff may not sell items, and will need Friends volunteers if there are to be sales.

7. Membership Committee changes and report

It was reported that Joan Stephens will not be able to handle membership anymore, and that Marci Wilcox has offered to take on this responsibility. Kirby Alexander offered to assist Marci. A membership report is attached.

8. Activities in May, June, July, August

The need to participate in river and coastal cleanups was discussed.

Information Items:

1. Refuge Update

Peg Hall commended Pam Darty on her excellent email response.

Andrew Gude presented information on the following

- Finishing of the class room
- Science team from region doing work on sea level rise
- Work on creating Refuge data base
- Visit by Chuck Hunter, regional biologist
- Habitat issues for ibis, wood stork, swallow tail kite: may need selective thinning of wetlands; creation of ponds; diversification of habitat

- Visit by Florida Humanities Council: History of Lighthouse event
- Missions of UF vs Refuge: Mission of UF is stated very vaguely and broadly in the agreement; he supports the ability of UF to have fundraisers to support the important research being done.
- Alligator snapping turtle research: they are protected, but enforcement is a problem. More research to be done by FWCC.
- Swallow tail kite nesting issues: a focal species for managing habitat; need to address issue of predation by great horned owls
- Very high state of fire alert, and high level of concern.

2. E-Communication- Peg Hall presented a report which is attached.

Old Business

John Thalacker discussed the following trail issues:

- Whether the signs would survive controlled burns. Andrew Gude said it would not be a problem because a clearing can be created around each sign
- The possibility of making the trail handicapped accessible by construction of additional boardwalks; Andrew Gude is going to get some cost estimates.

New Business

Richard Herman discussed the possibility of a Friends project whereby a annual research conference would be sponsored. Speakers would provide 20-minute summaries of ongoing Refuge-related research projects. The possibility of having the conference on Seahorse Key was discussed.

Peg Hall suggested that making improvements to the bat house would be a good Friends project. Andrew Gude said he is checking into options and possible designs.

There being no further business, the meeting was adjourned at 11:55 a.m.

Friends of the Lower Suwannee & Cedar Key NWRs
Treasurer's Report
For the month ended February 29, 2012

	February	Year to date
Cash Receipts		
Memberships	1,030.00	1,890.00
Donations	270.00	320.00
Sales		
Total cash receipts	1,300.00	2,210.00
Cash Disbursements		
support lower suwannee & cedar key nwrs		
Communications		171.43
Butterfly garden	19.13	19.13
River trail identification	40.31	40.31
sub-total	59.44	230.87
support refuge-initiated activities		
Refuge summer program (2011)		78.72
sub-total		78.72
administrative & fundraising support		
Florida Department of Revenue		68.90
sub-total		68.90
Total cash disbursements	59.44	378.49
Excess of receipts over disbursements	1,240.56	1,831.51
Cash Balance beginning of period	11,120.24	10,529.29
Cash Balance 2/29	12,360.80	12,360.80
The cash balance consists of two components		
Operating fund	3,626.51	
Long term reserve	8,734.29	
Total	12,360.80	

Friends of the Lower Suwannee & Cedar Key NWRs
Treasurer's Report
For the month ended March 31, 2012

	March	Year to date
Cash Receipts		
Memberships	1,035.00	2,925.00
Donations	1,442.00	1,762.00
Sales	1,029.00	1,029.00
Total cash receipts	3,506.00	5,716.00
Cash Disbursements		
support lower suwannee & cedar key nwr		
Communications	56.00	227.43
Annual meeting (food, supplies, honorarium)	550.94	550.94
Butterfly garden		19.13
River trail identification		40.31
sub-total	606.94	837.81
support refuge-initiated activities		
Refuge summer program (2011)		78.72
sub-total		78.72
administrative & fundraising support		
Florida Department of Revenue		68.90
Purchase of inventory	1,709.85	1,709.85
sub-total	1,709.85	1,778.75
Total cash disbursements	2,316.79	2,695.28
Excess of receipts over disbursements	1,189.21	3,020.72
Cash Balance beginning of period	12,360.80	10,529.29
Cash Balance 2/29	13,550.01	13,550.01
The cash balance consists of two components		
Operating fund	4,815.72	
Long term reserve	8,734.29	
Total	13,550.01	

Friends of the Lower Suwannee & Cedar Key NWRs
 Actual Versus Budget
 Actual First Quarter versus Annual Budget

	First Quarter	Annual Budget
Cash Receipts		
Memberships	2,925.00	2,000.00
Donations	1,762.00	2,000.00
Sales	1,029.00	1,000.00
Total cash receipts	5,716.00	5,000.00
 Cash Disbursements		
support lower suwannee & cedar key nwr		
<i>Allocated Items</i>		
Communications	227.43	800.00
Annual meeting (food, supplies, honorarium)	550.94	500.00
Butterfly garden	19.13	50.00
River trail identification	40.31	100.00
Other Allocated items		400.00
<i>Unallocated items</i>		1,700.00
sub-total	837.81	3,550.00
 support refuge-initiated activities		
<i>Allocated Items</i>		
Refuge summer program (2011)	78.72	200.00
Other allocated items		400.00
<i>Unallocated items</i>		500.00
sub-total	78.72	1,100.00
 support national wildlife system		
<i>Allocated</i> (NWR Association Membership)		150.00
sub-total		150.00
 administrative & fundraising support		
<i>Allocated Items</i>		
Florida Department of Revenue	68.90	200.00
Purchase of inventory	1,709.85	1,800.00
sub-total	1,778.75	2,000.00
 Total cash disbursements	 2,695.28	 6,800.00

Proposed Inventory Order
April 10, 2012

Men's dark blue shirts with pockets	8 Medium, 10 Large, 8 XL
Women's light blue	8 Medium, 10 Large
Women's pink	8 Medium, 10 Large

Earrings

6 sets each of fritillaries, eagles, bats, pelicans, swallow tails, manatees

Approximate costs

62 shirts @ about \$6 each = \$372

36 sets of earring @ \$6 each = \$216 + \$5 shipping = \$221

We charge \$15 for each of these items.

*CE ordered pins that will be
available for sale \$1.50 → \$5.00*

Membership Report
April 1, 2012

	Life	2012, as of April 1	2011
Memberships	29 (3 new in 2012)	101	97
Members	44 (4 new in 2012)	176	170

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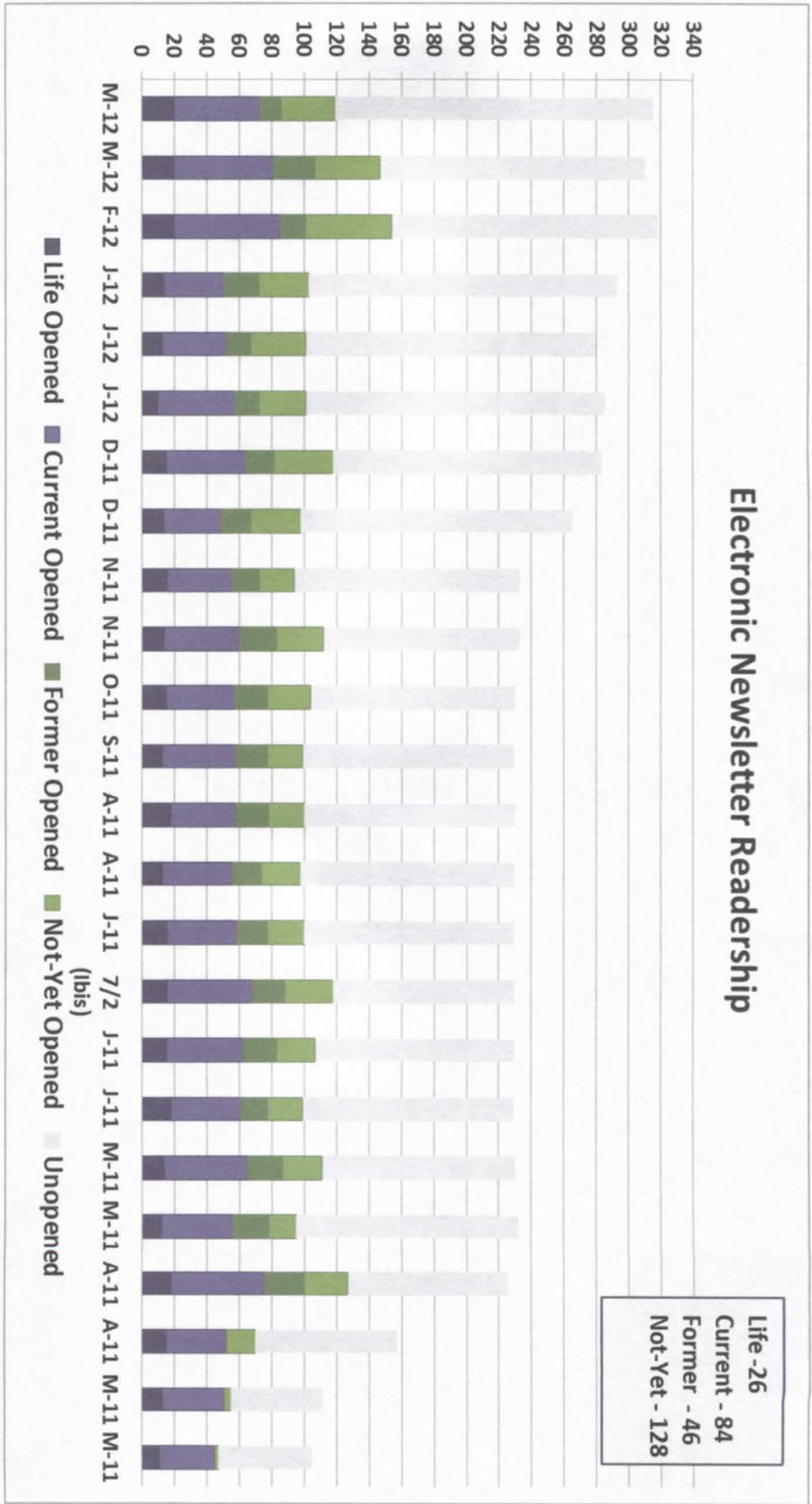
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E-Communication Report April 2012

Electronic Newsletter Readership



Facebook
 Fans as of April 10 = 136
 Fans as of January 31 = 125
 Fans as of December 31 = 121

Friends Website
 Pageviews in March = 1205
 Pageviews in January = 1560
 Pageviews in December = 1417

Paddling Website
 Pageviews in March = 1070