



AGENDA
BOARD OF DIRECTORS MEETING
FRIENDS OF THE SAN PABLO BAY NATIONAL WILDLIFE REFUGE

Date: February 9, 2019
Time: 12:00 PM-1:30 PM
Location: Ducks Unlimited Office, Mare Island
Board Members: Justin Bodell, President
Paul Amato, Vice President
Chris Kline, Treasurer
Steve Carroll, Secretary
Phil Saroyan
Fran Demgen
Naomi Feger
Fran McTamane
John Powers

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1. 12:00-12:10 Call to order and introductions, approval of minutes from previous meeting, agenda review and approval (*appoint notetaker in Steve's absence*).
 2. 12:10-12:20 Refuge Manager's report (*if refuge staff is available*)
 3. 12:20-12:25 Financial report (CK)
 4. 12:25-12:35 Update on activities since the last meeting:
 - a) Board members activities since last meeting, future agenda items (all)
 - b) Shade Structure
 - c) Website
 - d) Newsletter
 - e) Quickbooks online
 5. 12:35-12:55 Upcoming Events:
 - a) Human Race, Saturday, May 4
 - b) Skaggs Island Bike Ride, May 18
 6. 12:55-1:00 Upcoming Grant Opportunities:
 - a) Prop 68: Wildlife Conservation Board Public Access Program (PSN out in Spring)
 - b) Prop 68: State Parks Grants – Community Access Program (PSN Spring 2019), Regional Parks Program (2019)
 7. 1:00-1:20 Old Business:
 - a) VOTE: Emeritus status for John Powers
 - b) Action Items from previous Board Meetings:
 - i) Chris will send a link to Quick Books to the officers, and will send a summary of Tech Soup resources, and information about software for member tracking to the board.
 - ii) Justin to look up the Costco Boson Grant and see if it would be suitable for the shade structure.
 - iii) Justin – Flyway Festival: Justin to send out an email to the board to vote on the donation amount.
 - iv) Justin – Flyway Festival: Justin will work with Chris to cut a check for \$250 to the Mare Island Heritage Trust to sign up for the Flyway Festival.

- v) Justin – Flyway Festival: Justin will email board to sign up volunteers and set meeting location and time.
 - vi) Someone – Website: Get Pickleweed Post onto the site and assign a maintenance officer to ensure the site stays up and running.
 - vii) Justin – Star Grant: Will send an inquiry to NFWF to see if the government shutdown would result in a submission deadline.
 - viii) Fran – Star Grant: Fran will contact Laurie to discuss Friends involvement. If NFWS won't extend the submission deadline the Friend's won't be able to submit.
 - ix) Naomi – Draft a letter in support of the RWQCB action against Caltrans for Justin to sign.
 - x) Justin will reschedule the shade structure meeting with USFWS and SLT.
 - xi) Paul will check for any potential conflicts with a May 18, 2019 date for the Skaggs Island Ride and coordinate a group to help organize. Justin will help.
 - xii) Board members will discuss fundraising to replace the Yukon Flats Panel at the next meeting.
 - xiii) Paul will develop a document to track Friends/Refuge event opportunities and place the document in the new Friends Folder;
 - xiv) Justin will contact Don about a bench to install at Cullinan.
 - xv) Don will contact the lower cost shade structure company and inquire about the material, hardware, warranty, and other things that he is curious about;
 - xvi) Naomi will initiate an email discussion to explore internship needs at the Refuge with the end goal of determining a detailed Scope of Work for further discussion.
8. 1:20-1:30 New Business
- a) VOTE: Yukon Flats sign replacement
 - b) VOTE: Fran's bench at Cullinan Ranch
 - c) Next Board meeting date
9. 1:30 Adjourn