

MINUTES OF THE EAST CASCADES AUDUBON SOCIETY BOARD OF DIRECTORS MEETING

January 19, 2019

Attendance and Quorum: Present were Tom Lawler, Diane Burgess, Terri Hyde, Tom Penpraze, Diana Roberts, Carolyn Rochelle, and Bob Sizoo. A quorum was present throughout the board meeting.

Meeting called to order at 9:00 am.

The December 4, 2018 Board Meeting minutes were approved.

1. Terri shared the End of Year Financial Report. Membership funds ended up being over the predicted amount. The biggest increase came near the end of the year. Mid Oregon Credit Union allows all ECAS officers for the Medallion signature. The End of Year Financial Report was discussed. The bottom line is ECAS made money.
2. Terri shared the 2019 ECAS Budget. There is an increase of \$3000 in individual donations. Based on 2018 Year End numbers, the 2019 membership projection has increased. This increase may be due to the use of Member Planet software which was used to contact every ECAS member in an email regarding membership renewal. The increase could also be attributed to the popularity of the 2018 ECAS Field Trips. There is also an increase in Miscellaneous Expenses due to Member Planet's charges for using Pay Pal. The Lights Out Bend project shows an increase due to donations. The 2019 Budget was unanimously approved by the Board.
3. ECAS Board Officers were unanimously elected for 2019: President Tom Lawler, Vice-president Diana Roberts, Secretary Diane Burgess, Treasurer Terri Hyde, and Assistant Treasurer John Brune. Diana Roberts will be substitute Secretary, as needed. Portland Audubon requested the 2019 ECAS Board Officers names. Tom L will send them.
4. No changes were made to the current ECAS Bylaws. Diane will email the current Bylaws to Board members and Sherrie Pierce.
5. Diane shared the Non-profit Board Service Guide with Bob Sizoo. The rest of the Board already has it.
6. Diane distributed documents for 2019 Board Contact List and 2019 Board Meeting Dates. Diane will notify The Environmental Center of the 2019 meeting dates. Board signatures were obtained for Annual Disclosure Statement and Notice of ECAS Meetings by Email. Signatures for Waiver of Liability were done online via the ECAS website. Mary Oppenheimer will

continue as Whistleblower Compliance Officer, pending her permission. Tom L will contact her.

7. ECAS 2019 events were discussed: Eagle Watch (Feb. 23-24), Earth Day (Apr. 20), DHWF (May 30-Jun.2), Potluck Picnic (Jul. 18), and Discover Nature Festival (Sept.8). Volunteers are needed for these events.

8. Annual Event – 2019 date is not set, nor is the format. A survey will be sent to the ECAS Membership for their input.

9. Potluck Picnic – July 18 in Shevlin Park.

10. Sisters Science Fair – ECAS may be involved. The Board is looking into this. The date is March 16, 2019.

11. Lights Out Bend – This project is growing and may need to transition to their own organization. ECAS may donate to that organization instead of being an ECAS project. Money is in the 2019 ECAS budget for Lights Out Bend.

12. Window Strikes – The Board will put window strikes as a focus for 2019 and put it on our Facebook page and website. Future newsletter articles will address window strikes.

13. Carolyn brought up the need to clean out and organize the ECAS storage shed. The Board agrees this is necessary. We will schedule it for warmer weather and involve Sherrie Pierce.

14. Member Planet – ECAS will use Member Planet for field trips in 2019. The Board still has questions about Member Planet use for field trips: Can we have preferential sign up for members? How do nonmembers sign up? We need a link to Member Planet ECAS from our website. The username is the member's email, then the password. A suggestion was made to announce Birders Night through a member email blast. Tom L will contact Sue Bertsch regarding this suggestion.

15. Tom L will reach out through the February 2019 ECAS Chatter for a Field Trip Coordinator. The coordinator will solicit field trip leaders, help organize field trips, assist participants, and be a troubleshooter.

16. Waivers are an ongoing issue with some members. Tom L and Terri will write an article for the February 2019 Chatter explaining why waivers are needed and what is required. Each ECAS field trip requires a different waiver. Raptor Survey participants can fill out one waiver for the year. Wednesday Birder participants can fill out one waiver for the year. Christmas Bird Counts do not need waivers unless it's a Wednesday Birder activity. Then each participant needs to fill

out a waiver on those Wednesdays. Electronic waivers can be filled out from the ECAS website home page. Participants fill in the name of the activity along with their personal information.

17. Tom L will put a request in the 2019 February ECAS Chatter for a treasurer. Terri is our current treasurer. John Brune is the assistant. But, Terri would like to leave the Board in the near future, so it's time to seek a new treasurer and allow for training and transition. It would be expensive to pay a treasurer for our small budget.

18. Dean Hale Woodpecker Festival – The Board would like to charge a \$25 registration fee which would be waived for ECAS members. DHWF is our main fundraiser. The fee contributes to our budget. The Board discussed DHWF t-shirts. There is a surplus of t-shirts each year. Suggestions: charge \$25 per shirt, use a local artist, pay artist a flat fee not a percent of each t-shirt, use photos by local photographers, keep the same t-shirt each year eliminating the year and keeping the same design and information, use a contest to determine the design by involving local high school students as the artists with a \$250 prize to the winner which could be voted on at the Annual Event and/or Birders Night. Diane will take these suggestions to the Woodpecker Festival Committee on Jan. 22 and report back to the Board on Feb. 5.

19. Tom explained the Round-up App. By using this app, participants can donate the rounded up price of items on a designated credit card to ECAS. Tom L will share detailed information in the February ECAS 2019 Chatter.

20. There are still two Board vacancies. Tom L will send out a request in the Chatter.

21. We need a Birders Night for technology, especially explaining Member Planet. Sue Bertsch was contacted and had all Birders Night speakers for 2019. Instead of waiting until 2020 to have a Tech Night, it has been suggested to take the 7:00 – 7:30 time at Birders Night to explain and demonstrate Member Planet. This will also be a good suggestion for a how-to session for 2019 field trips through Member Planet. After a Field Trip Coordinator is up and running, this should happen. There is a concern that the speakers may not be working at The Environmental Center. Do we need a new ECAS laptop?

22. The ECAS Strategic Plan and Action Plan need to be updated. This process will begin at the February Board meeting. The Board will develop a Membership Survey and begin planning the Annual Event at the February Board meeting.

The meeting was adjourned at 3:30 pm. The minutes were taken and prepared for distribution to the board by Diane Burgess, ECAS Secretary.

Approved at the Board Meeting of February 5, 2019.