

MINUTES OF BOARD OF DIRECTORS MEETING
of
Friends of Cibola NWR
An Arizona Non-profit Corporation

A regular meeting of the Board of Directors of Friends of Cibola NWR was held on the 16th day of December 2023 at 10:10 a.m., held at 66600 Cibola Lake Road, Cibola, AZ 85328. John Rosenfeld, Andy Anderson, Skip Wallace, Rebecca Notarangelo, were present and participated in the meeting, being all the Directors and officers except Dan Bliss and Rick Francis who were absent.

Carissa Rosenfeld, Secretary of the Corporation, and treasure acted as the secretary for the meeting and the Chairman.

The Chairman announced that a quorum of the Directors was present, and that the meeting, having been duly convened, was ready to proceed with its business.

1) **Reading of the previous minutes**

a) The previous minutes were read. Rebecca Notarangelo made a motion to accept the minutes as read and Skip Wallace seconded the motion, the motion was carried.

2) **U.S Fish and Wildlife- not present**

3) **Treasurer’s Report**

- a) Membership: 187
- b) Internship Fund: \$1,428.67
- c) Financial Report:

10/27/23	Current Bank Balance	\$9,223.30
10/20/23	Available Bank Balance	\$8,144.02
10/27/23	Smart and Final Workday food	\$28.71
11/30/23	Yuma Sun Outreach booth CK#1047	\$179
12/12/23	CK#1048 Jr Waterfowl Camp food	\$2,041.98
12/13/23	CK#1049 Carport	\$3,100.01

- d) Jr. Waterfowl Savings: \$4,085.78
- e) Secretary Budget: \$41.96
- f) Volunteer Hours: TBD

4) **Old-unfinished Business:**

- a) Deer Crossings Unit 1-tabled till February.
- b) Unit 2 Pedestrian Gates- tabled
- c) Catch, Clean, & Cook Youth Fishing looking into having March/April
 - i. Need to set up a meeting with Yuma Rod and Gun club and Payson Ham with Arizona Game and Fish to set the date for the event.
 - ii. Need to possibly look into insurance for the event.
 - iii. The conference room will be utilized for a presentation about fishing and hook tying.
 - iv. Yuma Rod and Gun Club will let us borrow there holding tanks for the fish.
 - v. Arizona Game and fish will supply ½ a truck load of stocked catfish.
 - vi. Looking at having 20-25 kids from Blythe, Ca- Cibola, AZ or Friends members from ages 5-17 years of age to attend the event.

(1) The event will be held in the overflow parking lot of the Cibola National Wildlife Refuge Headquarters.

d) Lapel pins/different hats-tabled

e) Membership Challenge for Directors

i. Rebecca Notarangelo has got 8 new members so far.

ii. John Rosenfeld has got 5 new members so far.

iii. Membership booth on September 1st got 7 new members.

(1) If every year we strive to do a membership challenge, the Friends group will continue to grow.

f) The carport for maintenance yard- was \$3,100.01 and is installed.

g) Field trips

i. We were asked by the new refuge manager, Jeremy Welch, to help with field trips.

ii. It currently is unknown as to what the cost is for transportation for field trips.

(1) It was suggested that if there is a cost, that we try to start a similar program such as the Internship fund but for field trips to raise money to help with the expenses.

iii. It was explained that if the idea is purposed by the refuge, that we fall under the refuge insurance, but if it is an idea that we have, we need to purchase insurance. Field trips was a refuge idea.

iv. Liability is covered for field trips by the school and the transport liability is covered by the bus company.

h) January 6th, Goose Loop Walk

i. Radio Stations- In Quartzsite, AZ Q105.9FM & 96.5FM are covering the event for free 10-days out from the walk.

ii. News Media Coverage

(1) Samantha Byrd from KYMA came up from Yuma, AZ on Wednesday December 13th and interviewed both Jeremy Welch & Carissa Rosenfeld for the walk.

(2) Sarah Woody discussed handing out flyers prior to the event.

iii. The refuge has offered:

(1) To utilize the 4 tables in the conference room

(2) The water jugs.

(a) The refuge would like us to use paper cups instead of Styrofoam cups or plastic bottles.

(3) The outreach trailer all for the walk.

iv. Website-updates to have "Resource Page" soon.

v. Also want to start an activities page.

i) Elections for Directors.... March

i. John Rosenfeld, Andy Anderson, and Rebecca Notarangelo would like to run again.

ii. The Friends group is very appreciative of all the hard work, time, and dedication that Rick Francis, Skip Wallace and Dan Bliss have invested over the years with the Friends group.

iii. It was brought to our attention that 6 directors would allow for a tie in voting, so an odd number is needed. So, either 5 or 7 directors would be essential. It was agreed that 5 directors would be best seeing as more directors means that more people need to show to a meeting to have 2/3rd of the directors present to be able to conduct a meeting.

(1) With all directors needing to be re-elected, it was suggested that we change this so that it would prevent a complete board changeover. The bylaws will need to be referred to, to see if there is any insight.

iv. Skip Wallace suggested that we currently have the three directors stay on and get two new directors. From there we would have the three directors renew at a different time.

j) Event insurance-update

i. Originally our current insurance company did not want to cover the walk. The insurance agent that we use to get our insurance found another insurance company for the special event insurance which was going to cost \$464. The insurance agent told us that was too high and looked at getting a different quote. The next quote was \$275. We told the insurance agent that it didn't make sense that our current insurance company would cover us for the Jr. Waterfowl Camp that deals with youth handling firearms but didn't want to cover a walking event. The insurance agent went back to our current insurance company and asked them to reconsider the walk. The company reconsidered and the insurance cost to write it into our general liability insurance cost was \$154.80. There is an additional \$4 fee to process the payment online.

(1) The directors that were asked at the time: John Rosenfeld, Dan Bliss, Andy Anderson, and Rebecca Notarangelo all agreed to purchase this insurance.

5) **New Business**

a. Ink

i. Rebecca Notarangelo made a motion that instead of having to constantly seek permission for ink purchase, that ink is added to the category of regular operating expense and therefore ink can be purchased as needed without needing prior approval from the directors. John Rosenfeld seconded the motion; the motion was carried.

b. Different printed mugs

i. Six random different mugs were printed up. Canada geese in alfalfa, Sandhill Cranes, the burrowing owl, Ash-throated fly catcher, American Kestrel, and Pintail in flight.

c. Printed Postcards-cost not including ink is \$0.04 per postcard. We are asking for 4 postcards for a \$1 donation or 10 postcards for a \$2 donation.

d. Direct IRA contributions donations

i. We received a direct IRA contribution of \$1,000 at random in the mail. We sent back the needed information for them.

e. Order new:

i. Logo Decals

1 Last time an order was placed, we were able to get a discount using cash which John Rosenfeld paid for, and then the Friends group reimbursed John Rosenfeld with a check for the decals.

a John Rosenfeld made a motion that we purchase the same amount of decals as the last order was placed for, Skip Wallace seconded the motion; the motion was carried.

ii. T-shirts?

1 We currently have grey ladies' T-shirts in stock and only have a single 2xl white T-shirt available. Men tend to like the grey shirt.

a Andy Anderson made a motion that we order the same number of men's shirts as last time and get them in grey, John Rosenfeld seconded the motion, the motion was carried.

b T-shirts are now available in the Visitor Center.

2 There are current t-shirt orders that need to be shipped out.

iii. Mugs

1 Currently there are roughly 40 mugs left that have been printed in the various prints. There are no blank mugs to be printed.

2 Rebecca Notarangelo made a motion to purchase a new order of mugs, Skip Wallace seconded the motion; the motion was carried.

f. Miscellaneous

i. What to do with the old laptop?

1 John Rosenfeld made a motion to have Rebecca Notarangelo pull out the hard drive of the laptop and dispose of the rest of the laptop at a recycling center, Skip Wallace seconded the motion; the motion was carried.

ii. There is a mentor program at the National Conservation Training Center (NCTC). This program would allow us to go and help another Friends group that would request a mentor. The due date is January 8th, 2024.

1 The refuge manager Jeremy Welch is supportive of this training.

2 The date for the training is April 19-22, 2024.

a Skip Wallace is supportive of this training.

b It was discussed that Carissa Rosenfeld and Rebecca Notarangelo should go. If Rebecca can not make it, then John Rosenfeld would take her place.

iii. Workdays need to try to be scheduled in advance to try to get more people to attend.

g. ACC renewal is due in February and IRS filing is allowed in March.

6) Call to public- none at this time.

7) Next Meeting- 2/17/24 @ 10am to be held at 66600 Cibola Lake Road, Cibola, AZ 85328

Next meeting will be held February 17th at 10am to be held at 66600 Cibola Lake Road, Cibola, AZ 85328. There being no further business to be transacted, upon motion duly made by John Rosenfeld to adjourn the meeting, Rebecca Notarangelo seconded and carried the motion, the meeting was adjourned at 11:36am.

SECRETARY/Carissa Rosenfeld

I, the undersigned Director of Friends of Cibola NWR hereby approve the contents of the foregoing minutes from the meeting held on the 16th day of December 2023.

DIRECTOR