

**Friends of the Ridgefield National Wildlife Refuge**  
**Board of Directors' Meeting**  
**January 10, 2024**  
**Virtual**

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**Meeting Called to Order:** 5:00PM

**Board Members in Attendance:** Jim Maul, Lee Knottnerus, Tanna Engdahl, Suzanne Whitney, Sam Robinson  
**Staff in Attendance:** Samantha Zeiner, Josie Finley

1. Agenda Item: Approval of Agenda & Minutes  
Action Taken: Minutes of December and November meetings approved unanimously.
2. Agenda Item: Financials – Treasurer’s Report  
Discussion: None.

**New Business:**

1. Agenda Item: January Member Meeting  
Discussion:
  - Friends 25<sup>th</sup> Anniversary: small celebration at the member meeting and throughout the year with primary celebration at Birdfest & Bluegrass.
  - Consideration of virtual meeting due to board and staff resources. Concern that a virtual meeting may not be well attended, in person meeting would be more impactful and meet the vision of the member meeting.Action Taken: Motion by Suzanne Whitney, second by Lee Knottnerus to schedule 2024 Member Meeting in person on Monday, March 11 at 5PM. Passed unanimously.
2. Agenda Item: Spirit of Wild 2024 Award  
Discussion:
  - Purpose: To recognize organizations or individuals who have supported the Refuge in extraordinary ways.
  - A decision not to make an award for 2024 is acceptable if there is not a nomination that meets the standards. It would dilute the purpose and integrity of the award and other recipients.
  - Staff deserve recognition, but the Spirit of Wild award is not appropriate for that purpose. DFW provides awards.Action Taken: Samantha will coordinate process for seeking nominations.

**Old Business:**

3. Agenda Item: Workshop your Elevator Speech  
Discussion: How would you respond in a short and succinct way if someone asked you: “Why are you on the FRNWR Board of Directors.”
4. Agenda Item: Staff Report: Samantha Zeiner  
Discussion: Report distributed via email.
  - Reminder to do homework distributed by Cathy Allen in preparation for the Board retreat on March 2, 2024.
  - Need help with ways to generate more interest in purchasing calendars.
  - Have completed Professional Style Guide for marketing materials.
5. Agenda Item: City of Ridgefield Report  
Discussion:
  - The City is seeking feedback on a new Master Plan for Abrams Park. An on-line community survey is available at: <https://ridgefieldroundtable.org/abrams-park-master-plan>.

- The Comprehensive Plan update begins in 2024, and City will look to FRNWR for input. For more information and updates: <https://ridgefieldroundtable.org/hub-page/comp-plan>

6. Agenda Item: Refuge Report: Josie Finley

Discussion:

- 1/21: Duck Stamp workshop
- 1/29: Volunteer Coffee Chat @ Washougal Coffee
- Volunteer Orientation: Will provide dates for March and June 2024.
- Priority need for volunteers is education and administration.

7. Agenda Item: General Reports

Discussion:

- Jim N. term on the board expired and he chose not to seek a reappointment. He should be acknowledged for his service.
- Should board meetings be operated formally consistent with Roberts Rules of Order or less formally by consensus? Would require a change in the by-laws. Are particular items that should be decided by a formal vote with quorum: change to bylaws, election of officers, appoint new board members, budget, personnel issues, etc.

Action Taken: Create a list of potential changes to bylaws to discuss as part of the strategic planning process.

**Topics for Next Meeting:**

- Preparation for the Member Meeting
- Spirit of the Wild Award
- Preparation for the Board Retreat.

Next meeting: February 12, 2024, Virtual