



Meeting Minutes
February 1, 2024, 7pm

In-person at BBNC with a virtual option. A link was sent out prior to the meeting. friendsofhbb@gmail.com

Attendance

In person:

- Kristin Darby, Chairperson
- Michelle Scott, Vice Chair
- Maggie Kunz, Secretary
- Chris Markle, Treasurer
- Rachel Hall, Social Media
- Dawn Harry, Hashawha
- Holly Zimmerman, BBNC
- Marguerite Galloway
- Ken Harris, MTBMD
- Pam Harris
- Jason Irla, MTBMD
- Beth Scott
- Rob Scott
- Harold Scott

Virtual:

- Chrissy Gallo
- Diana Devers

Please note, the regular virtual link was not available and a new one had to be created, so some people may not have been able to join, resulting in lower attendance.

1. Call to Order

- **Welcome and Introductions**

- **Review and approve January 4th minutes-** motioned, seconded, approved with one typo correction



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2. Reports

Treasurer-Chris Markle

- **6,234.34 In Total Funds**
 - **\$ 720.01 in Advertising Funds**
 - **Spent \$20.00 Website Domain Renewal Fee**
- **\$ 2,400.94 in Animal Care Funds**
 - **\$490.00 in Adoptions.**
 - **Spent \$13.33 in Raptor Enrichment (Reimburse Pending)**
- **\$ 1,046.10 in Events Funds**
- **\$ 337.68 in Garden Funds**
- **\$ 320.02 in Merchandise Funds**
- **\$ 1,409.59 in the General Funds**
- **Kestrel House for Ember**
 - **\$36.24 on Material, \$53.95 on shipping to reimburse person who built it**
 - **Motioned, seconded, and approved**
- **Got \$600 for duck hunt**

- **SUTEC application** - The sales tax exemption appears to require registering as a corporation to get documentation that you are in good standing. Jason Irla provided a reference to ask for assistance & Holly Zimmerman is looking into another resource as well. We need to get this application processed ASAP, so work is ongoing.

- Michelle has a template for the letter to donors for egg hunt and duck hunt. Giving Jenna a form for donations that come into the center (someone recently donated parrot cages). We need to track donations including an estimated amount so we can share that with the IRS.

Park Operations - Dawn

- **Animal care** - Dr. Gold came for a vet check last week and said all animals are doing well and the animal care team is doing a great job! Team was informed of recommended changes. All birds came down to the nature center to get their West Nile shots. \$100 for visit and \$25 per shot. \$350 total.
- Motioned, seconded, approved to pay this bill.

Nature Center - Dawn

- **Maple Festival** - Trees will be tapped in the coming weeks to prepare for the festival and field trips, programs, etc. Holly will be helping Dawn while Jenna is on vacation.
 - Maple Festival will all be up at Hashawha, hoping for more people for pancakes on Sunday. Both days 10-2. Breakfast 8-1 on Sunday. Pay as you go, cash only.
 - Diana is working on the event and will have a call for volunteers soon.



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- **Volunteer field trip training** soon, Jenna will send out dates for field trips.
- Still looking for a maintenance specialist, had to repost the job. Community parks team is coming together, interviews next week.
- Pavilion construction may be starting this spring.

3. Old Business

- Last month got tons of people to volunteer for events, Kristin took on the adult egg hunt. Biggest push is getting donations. We have a great bunch of prizes already! If you have any other local businesses who can donate, that would be great. Hoping to have everything by the middle of February. Big prizes from some of the local wineries. Someone on the mailing list who is an organizer is donating a certificate for her organizing services.
- Tax donation letter, figured out how to e-sign, so it is ready to go!
- **Butterfly House fundraising group**, about 6 people, setting up a meeting soon, making a poster for the Maple Festival. Pipe the Side Brewery may be willing to do a fundraiser.
- **Butterfly house**
 - Had a meeting with park staff and Will from the county, plus the contractor. Hoping to get started with planning but unfortunately not only does the butterfly house need to be ADA compliant, the access to the house also needs to be accessible and built at the same time. Went outside to look for other spaces and didn't find a good spot where it could go without major work, moving a lot of dirt. Project is too big for volunteers.
 - We have some choices, don't have to decide today, Will is trying to set up a meeting to discuss options. We could pull out completely and ask for funds back, or enter into a partnership with the county to get this done with clear roles and responsibilities.
 - Alison had an idea to create a small seasonal structure that we could move, maybe as a temporary plan - could be used as an emerging chamber later.
- Jay and Alison will start cleaning taxidermy and antlers soon. The crow from the freezer is now in Jenna's office!
- **Gift shop** - Pam has been doing some work in there, there is potential!
 - Would be good if we control the inventory, can buy things to restock, can get rid of things that have been there forever.
 - Dawn said they could box up items that are not sellable (stained, old, etc.).
 - Keep FHBB items donated by Pam and Ken separate by logging them on a different clipboard than the county's items, so money will go to FHBB.
 - Dawn is ready to ask the county if they would just donate this inventory to the group and they would let us buy more inventory, but we have to have the sales tax exemption or we have to pay sales tax. Having a mix of county and FHBB is too messy. She will talk to Brad.
 - Chris will talk to someone about how to get the tax exempt status, so we can buy



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and sell merchandise.

4. New Business

FoCRP (Friends of County Rec and Parks) meeting - All members who lead or help with an event and the exec board have to go through new volunteer training every 3 years. First one is in Feb, then March. Kristin will send the dates so we can sign up. Lisa from Rec and Parks also offered to come to us to offer the training here to our group if people can't make other dates. Hoping to have a session before every sports season starts.

5. Announcements

- **Next FHBB meeting March 7th, 2024 @ 7**
- **FoCRP meeting- April 23rd @ 630pm**



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