



**Saint Paul Audubon Society  
Board of Director Meeting Minutes  
February 5, 2024  
Ramsey County Public Library**

**Call to Order**

The monthly St. Paul Audubon Board of Directors meeting was held on Tuesday, January 2, 2024. President Greg Burnes called the meeting to order at 5:03 p.m. Those attending were: Vice President Kiki Sonnen, Treasurer Jim Stout, Secretary Craig Cox, VP of Communications Martha Douglas, Neil Carlson, Monica Bryand, Rebecca Flood, Debbie Brown and Cathy Croghan.

**Recent Bird Sightings – Announcements**

Board members shared their bird sightings.

Greg announced that Neil agreed to take on the office of Treasurer after Jim steps down. He also announced that Kathy McGill has decided to resign from the Board.

Kiki reported she responded to a request for a speaker at Sunrise Assisted Living. She and the participants, including the house dog, had a great time.

Jim reported he fielded a request for an Audubon speaker at a garden club.

**Current Business**

**Approval of January 2, 2024, Board Minutes**

Martha noted needed corrections in the spelling of Anne Phibbs name. Rebecca moved approval of the revised minutes; Debbie seconded the motion. The motion was approved unanimously.

**Treasurers Report**

Jim provided the following update on our current assets:

US Bank Checking	\$15,156.97
US Bank Savings	\$ 3,009.11
US Bank Certificate	\$25,733.69
TruStone Certificate	\$32,809.00

Jim reported that the TruStone Certificate is maturing shortly. The Board, following Jim's recommendation, agreed to let the certificate expire and determine the appropriate investment strategy after the Board approves the draft budget in March.

Jim also provided the Mid-year Budget Report for the 06-01-2023 to 01-31-2024 period. (See Attachment 1).

## **Committee Updates**

### **Field Trip Committee**

Cathy Croghan reported that all the loaner binoculars the Board purchased are fully deployed to field trip leaders. Cathy would like the Board to consider investing in more loaner binoculars. Cathy will provide a written request at the next Board meeting.

Cathy reported that in 2023, 604 people attended 35 trips at 30 sites led by 25 leaders. Field trips were conducted in collaboration with six other community organizations.

Information for field trips in 2024 is due to Martha on March 15 for publication in the April/May issue.

Cathy reported that 32 field trips are confirmed, including eight new ones. Six trips are pending, including all our bike and bird trips. Ten trips are designated for inviting beginning birders. The committee continues to build out the program inside St. Paul, 20 percent in St. Paul—20 percent of the trips in 2024 will be within St. Paul. Friends of Maplewood Nature is being added as a collaborating organization. There will be 23 field trip leaders this year, which is a significant achievement and remarkable growth in field trip leaders. This year, GPS coordinates will indicate where the field trip will begin. Work completes the difficulty statements—length, path surface, elevation, and toilet availability. This work, Cathy reported, has turned out to be time-consuming but almost done. Work also continues to add a second leader to each field trip.

Cathy is working to document the field trip process and hopes to have a document ready by late June. She also envisions a hard stop in her leadership role in May 2025 but will continue to work and advise new leadership until April/May 2026.

The Board enthusiastically praised Cathy's leadership and attributed the remarkable success of the trip program to her leadership. It was suggested that the Board look for two people to share the burden of this work, which is critical to our mission.

### **Programs**

Greg referred the Board to the opportunity to co-sponsor a program at Carpenter Nature Center featuring Tiffany Kersten, a professional bird guide based in the Rio Grande Valley of Texas. The event is co-sponsored by CNC, MOU, Wild River Audubon, and possibly Bird City Stillwater. Host at Carpenter Nature Center. MOU requested we co-sponsor for 150 dollars. Kiki moved that we co-sponsor the event for \$150; Monica seconded the motion. The motion passed unanimously.

## **Board Discuss and Decide**

### **Chapter Planning**

Greg brought the Board's attention to the evolving Chapter Planning Document. The Board reviewed the draft statements describing Who We Are, Purpose, and Our Values. The Board generally liked the current wording. Greg asked Board members to send in any additional edits. The Board then discussed at-length priorities for 2024. The Board established top priorities in three broad areas:

Engagement—Top Priority is to implement our Welcoming Initiative

Conservation—Top Priority is implementing the new plan the Conservation Committee developed.

Advocacy—The top priority is to build out an advocacy program and when and if we can recruit members to lead this initiative.

Members of the Board also expressed a desire to build education back into the priorities in some way if we can recruit leadership for that initiative.

### Chapter Naming Process

The Board renewed its ongoing discussion of removing Audubon from our name and choosing a more inclusive name that better represents where we want to go as a chapter. The Board agreed that if we move forward with this initiative, the entire board must be involved in creating and executing a decision process. Greg shared his thoughts on how to proceed:

1. Gather the names of our volunteers, chapter members, key partners, and community leaders. Explore the costs and logistics of a name change. (now – April)
2. Communicate to key stakeholders that we are considering a name change and get their input through focus groups, one-on-one conversations, and survey tools. (May – Aug)
3. Summarize feedback into critical themes – board reviews in Sept. – decide whether to move forward (Sept.)
4. Vote on whether to change and, if so, communicate a new name selection process to stakeholders. (Oct – Nov)

The Board agreed with Greg's plan as an excellent way to get going and thanked him for his work and leadership in taking on this crucial but challenging task.

### Board of Directors Recruitment Updates

Debbie has recruited Amanda Rice to join our Board. The Board reviewed her background and was excited to invite her to the earliest possible Board meeting. Debbie reached out to Amanda to make that happen.

### Grants Committee Update

The Board agreed to proceed with the previously approved third-year payment to Frogtown Green.

### Communications Update

Martha reported that the next issue of the Cardinal will have more information about Warbler Weekend. The registration fee will need to increase a bit to cover the increased cost of the facility and food. People are working hard to nail down the details.

### Motion to Adjourn

Greg moved to adjourn. Neil seconded. The motion passed unanimously.

### Next Meeting

Monday, March 4, 2024. 5:00 pm. Anpétu Téča Community Center (The room is on the main  
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floor, not the larger rooms upstairs).  
**Attachment 1**

Mid-Year Budget Report (6/01/2023-01/31/2024)			
REVENUES (\$)	Amount	Date	2023-2024 BUDGET
Dues from National	50.00	11/2/23	\$ 6,180
Warbler Weekend			\$ 4,500
Endowment			\$ 3,400
St. Paul Fnd Jean Wirsig acc't			
St. Paul Fnd endowment			
Landscape Revival event	525.00	8/3/23	\$ 500
Logo wear			\$ 200
Hospitality			\$ 300
Interest	1897.00	1/31/24	\$ 700
Non-donation Revenue	2472.00		\$ 15,780
Member Donations			
Donations from Kenyon (Sheet 2)	11,119.27		
Donations from Audubon mail (Sheet 2)	3,832.15		
Memorials			
Total Member Donations	14,951.42		\$ 15,000
Other Donations			\$ 10,000
Benevity donations (Sheet 2)	240.83		
GiveMN donations (Sheet 2)	2,209.35		
Total other donations	2450.18		
<b>TOTAL DONATIONS</b>	<b>17,401.60</b>		<b>\$ 25,000</b>
<b>TOTAL REVENUE</b>	<b>19,873.60</b>	<b>1/31/24</b>	<b>\$ 40,780</b>
<b>EXPENSES (\$)</b>			
<b>Operating Expenses</b>			
Technology			
SaaS Licenses (Sheet 3)	821.51		\$ 1,500
MailChimp, Zoom (Sheet 3)	565.72		
Professional Services			\$ 4,500
Miscellaneous Tech Consulting			\$ 300
Conservation Committee			\$ 300
Field Trip Committee			\$ 300
Binocular purchase	2,400.00	10/14/23	
Grants Committee			\$ 300
Communications			
Graphic Design (Annual Report)	542.58	12/7/23	\$ 1,000
Printing (Annual Report)	4321.95	1/6/24	\$ 3,000
Postage and Mailing (Annual Report)	743.95	1/6/24	\$ 1,500
Cardinal Newsletter Graphic Design			\$ 1,200
Laurie Wachter	200.00	8/1/23	
Laurie Wachter	200.00	9/26/23	
Laurie Wachter	200.00	12/7/23	
Laurie Wachter	200.00	1/29/24	
Total Communications	6408.48	1/29/24	
Show Display-Print Material (Greg Burnes)	268.82	11/6/23	\$ 500
Insurance	315	7/31/23	\$ 315
Misc & Contingency			\$ 200
Logo Clothing Purchases			\$ 200
Volunteer Recognition			\$ 500
Tax Forms, Attor. Gen. Rpt., checks			\$ 50
Attor. Gen. Rpt. Fee	25	10/7/23	
Bank Service Charge (Belize transfer)	86	7/1/23	
Bank Service Charge (stop payments)	70	10/16/23	
P.O. Box			\$ 178
<b>Operating Expenses Total</b>	<b>10960.53</b>		<b>\$ 15,843</b>
<b>Program Investments/Expenses</b>			
Landscape Revival	109.94	6/21/23	\$ 1,000
	617.01	7/17/23	
Butterfly Count			\$ 300
NABA membership	65.00	8/23/23	
NABA registration	33.00	8/23/23	
Warbler Weekend			\$ 3,800
Hok-Si-La Dining Hall			
Kiwanis Food			
<b>TOTAL WARBLER WEEKEND</b>			<b>\$ 15,000</b>
Grants			
My Bird Club	1,080	11/16/23	
Cedar Creek	1,800	9/2/23	
<b>TOTAL GRANTS</b>	<b>2,880</b>		
Urban Bird Collective	3,000	11/16/23	\$ 3,000
Monthly Program Space Rental	145.00	6/5/23	\$ 900
	175.00	10/4/23	
	150.00	11/9/23	
	150.00	1/3/24	
<b>TOTAL SPACE</b>	<b>620.00</b>		
Monthly Program Honorarium			\$ 1,500
Michael Joyce	150.00	10/13/23	
Karla Bloem	150.00	11/9/23	
Kara Snow	150.00	12/14/23	
Rebecca Heisman	150.00	1/13/24	
<b>TOTAL HONORARIUM</b>	<b>600.00</b>		
Monthly Program Hospitality			\$ 300
Memberships (MEP and MOU)	150.00	12/21/23	\$ 225
Other SPA Sponsered Programs			\$ 5,000
Self Storage (Sheet 3)	576.00	1/31/24	\$ 900
Como Park Audubon Project			\$ 200
<b>Program Expenses Total</b>	<b>5650.95</b>	<b>1/31/24</b>	<b>\$ 31,025</b>
<b>TOTAL EXPENSES</b>	<b>16,611.48</b>	<b>1/31/24</b>	<b>\$ 46,150</b>
Total Revenue-Total Expenses	3,262.12		
Assets			
US Bank Checking	15,156.97		
US Bank Savings	3,009.11		
US Bank certificate	25,733.69		
Trustone certificate @4.18% for 13 mo.	32,809.00		
<b>Total</b>	<b>76,708.77</b>		