

Sacramento Audubon Society
Board of Directors
Meeting Minutes
Meeting Date: August 27, 2013
Approved Date: September 24, 2013
SMUD Meeting Rooms

Call to Order: Meeting called to order: 7:04 p.m.

Role Call: Board Members Present: Linda Pittman, Don Schmoltdt, Cathie LaZier, Tim Fitzer, Keith Wagner, Margaret Martin, Karen Zumwalt, Darrel Mohr, Gary Fregien.
Board Members Absent: Subhash Chand, Jonilynn Okano.

Other Persons Present: Sally Walters, SAS Programs Chair.

Approval of Minutes: Revised Draft May 2013 Board Meeting Minutes approved by consensus as circulated.

President Report (Linda):

- Don appears to still receiving e-mails sent to “president@sacramentoaudubon.org,” need to request Subhash to update forwarding link to Linda’s e-mail address.
- Jackson Township Specific Plan notice received, Comment period is due by September 5, 2013.
- Letter from Margaret: Margaret will not be providing legal advice as attorney. She is board member in personal capacity only.

Treasurer’s report (Cathie):

- Cathie circulated report prior to meeting. Items of note:
 - 2011-2012 Bobelaine expenses reimbursed by National.
 - Expecting Baseline Funding from National soon.
 - Events expenses up because they include both Farallons and Monterey, checks for Monterey to be picked up from Mark Cudney next week, the trip is about half full. Most checks for Farallons trip deposited in previous fiscal year.
 - Large expense for materials for sale is for 2013 calendars. Will be recovered as calendars are sold over next few months.
- 750 2013 SAS calendars ordered and paid for, now on sale.

Corresponding Secretary (Karen):

- mail from P.O. Box passed around.
- Karen requests replacement person to check P.O. Box, not close to her.
- Don and Sally volunteer to assist with checking P.O. Box.

Membership (Cathie for Lea):

- Chapter currently has 2,884 members assigned by National.

- Chapter currently has 538 dues paying chapter members, 191 are cross over with National.
- Keith asks if possible to have list from Lea forwarded with non-renewing members for potential contacts.
- Margaret asks difference between National and Chapter members. Cathie reports difference is Chapter members pay dues and received print copy of SAS Newsletter.

Programs (Sally):

- All covered for the coming year, except April (birds of Borneo is tentative, but speaker will be confirming about 2 months before.
- Attendance has been excellent.
- Already working on 2015 line up.

Outreach (Cathie):

- Effie Yeaw Nature Fest, October, 6, 2013.
- Lodi Crane Festival, November 2-3, 2013.
- Marysville Swan Festival, November 9-10, 2013.
- CVBC Symposium, November 23-24. 2013.

Education (Karen and Cathie):

- Karen says e-mails to “education@sacramentoaudubon.org” not coming to her anymore for some reason. Notes that most requests are for speakers, and so Subhash may be monitoring now as he heads up SAS Speakers’ Bureau.
- Karen will check with Subhash to make sure somebody is receiving/monitoring the “education” e-mail address.
- Cathie reports Maureen Geiger has prepared a long report on education for the chapter, hopes that Board will read it to see where they might be able to jump in to help out. Linda suggests that newsletter be used to put information from Maureen’s report out to attract volunteers to help.
- Cathie reports family friendly trip will now be conducted in conjunction with Effie Yeaw Nature Center. Dates and times will be in SAS newsletter.

Resale Merchandise (Cathie):

- Sheila Green trip leader, makes ornaments wants to know if SAS is interested in selling member crafts. Board discussion, consensus is no, very labor/coordination intensive, hard to tell some yes, others no.
- General merchandise sales at local stores: local stores having difficulty making contact with Peter Watkins due to no cell phone, e-mail or other daytime contact. Board discussion, actions to be taken:
 - Karen to send note as Corresponding Secretary thanking him for services, letting him know that Board is making arrangements to centralize sales through web for stores; request Peter bring any remaining merchandise in his possession to the next member meeting he may attend.

- Request Subhash to set up generic e-mail address “sales@sacramentoaudubon.org” as a point of contact for stores to write to with any requests, and if he can monitor for such requests.
- Individual Board members to serve as liaisons to stores: Tim Fitzer, Birds and Gardens; Don Schmoldt and Sally Walters, Wild Birds Unlimited at Loehmann’s Plaza; Darrel Mohr, Effie Yeaw; Cathie LaZier to ask Maureen Geiger if she might monitor Avid Reader.
- For longer term: Cathie to write up job description for Observer for new Resale Merchandise Chair who might have electronic/day communication availability for stores.

Conservation (Keith):

- No substantive items to report.
- Intends to resign position in effort to seek alternate who can commit to regular interaction with Habitat 2020 as SAS’ Conservation Committee and Environmental Council of Sacramento. Will continue to fill in duties until replacement can be found.
- Keith will write up job description for Observer, meet with co-chairs of Habitat 2020 to discuss replacement options.

Calendar Report (Cathie): SAS 2013 Calendars have been printed and paid for, now available for sale: \$10 at meetings or outreach, \$12,50 by mail order. When we sell to stores for resale, we give 15% off SAS’ price, and then retail vendor may price however they see fit. Board expresses thanks to Sharon Wisecarver and Jonilynn Okano as primary architects, with input from Cathie LaZier.

New Business

- 2013 Nature Fest at EYNC (Cathie). Motion (Wagner/Mohr): \$500 for 2013 Sponsorship. Ayes 10, Noes 0, Abstain 0. Motion passes.
- 2013 Swan Festival in Marysville (Cathie). Motion (Mohr/Zumwalt) \$250 for 2013 Sponsorship. Ayes 10, Noes 0, Abstain 0. Motion passes.
- Flammulated owl banding (Pittman). Motion (Fitzer/Mohr): \$300 to fund two geolocators. Ayes 10, Noes 0, Abstain 0. Motion passes.
- Northern Saw-whet owl banding (Pittman). Motion (Zumwalt/LaZier): \$200 to fund banding program. Ayes 10, Noes 0, Abstain 0. Motion passes.

Bobelaine (Keith):

- On August 26, 2013, Keith sent an e-mail to the Board with a history of Bobelaine, and its escalating budgets for the past four years. Keith summarized e-mail. E-mail is attached to final version of these minutes.
- Keith reports that he as Conservation Chair, Linda Pittman as President, Don Schmoldt as Immediate Past President, and Cathie LaZier as Treasurer have recently had some e-mail discussions about Bobelaine in response to a request from Dan Taylor, Audubon CA for a meeting to discuss Bobelaine’s budget and status.

- Keith recommends Linda, Don, Cathie and Keith as members of Bobelaine Exploratory Committee. Charge of committee is informational only, not charged to act without Board approval. Committee is intended to gather and compile SAS information on Bobelaine status, meet with Audubon CA to share current status of management and discuss National's views about Bobelaine's future, forge and present options and recommendations on how to potentially modernize and update Bobelaine management for consideration by Board and or full Chapter membership through Observer, Website and member meetings. No Board objections to recommendation of formation of committee or its charter.
- Board discussion and recognition that SAS members are not as active in management of Bobelaine as in past. Now down to Robert Thomas as volunteer manager/caretaker. Discussion of various past restoration projects and activities (canoeing and camping). Discussion of challenges of property, including garbage such as old refrigerator, tree of heaven needing treatment.
- Board recognition that even if not active in management, many members still identify strongly with Bobelaine, others not so much. General recognition by Board members that the public does still appear to use and enjoy Bobelaine. Discussion of whether local Audubon chapter, Altacal, may have members that use and enjoy the property, and/or may be a resource in terms of future visions for property.
- Linda went on tour of Bobelaine with Robert over past weekend. Noted that maps are dated, kiosk needs to be updated, key for one of the locks appears to be missing. Don and Keith note there is a box of keys in Bobelaine files, one may fit.
- Keith notes that one item Exploratory Committee has already discussed and reached a consensus recommendation on is that SAS should investigate paying off tractor and documenting sole SAS ownership, so that this particular line item and associated insurance required for financing can be deleted from monthly expense reports from Robert Thomas. Arrangement that SAS will own when paid off have only been informally documented through conversations and e-mails with Robert. Keith to contact Robert to find out what it may cost to pay off loan and report back to Board, research how to go about documenting the conveyance of a tractor to SAS' sole ownership.
- Cathie notes that there appear to be several, probably overlapping, insurance policies between tractor insurance, SAS insurance and NAS insurance, recommends gathering our policy information and requesting NAS to assist with review to determine whether coverage may be redundant and costs can be reduced.
- Exploratory Committee has meeting set with Audubon CA on September 24, 2013, and intends to meet before then to gather and organize SAS documents and information. Will report to Board on initial impressions at that evening's SAS Board meeting.

Adjournment: Meeting adjourned at 8:50 p.m.

Subject: Fwd: Re: Bobelaine

From: "Keith G. Wagner" <k.wag@comcast.net>

Date: 8/26/2013 4:52 PM

To: Tim Fitzer <spskua2@comcast.net>, Karen Zumwalt <kpzumwalt@comcast.net>, Darrell Mohr <mohrdd@gmail.com>, Cathie LaZier <empid@earthlink.net>, Jonilynn Okano <jfokano@gmail.com>, Linda Pittman <pittmanl@frontiernet.net>, Gary Fregien <calaveri.gary@gmail.com>, Don Schmoldt <dschmoldt25@gmail.com>, Subhash Chand <subhashc@aol.com>, Margaret Martin <margaret.martin6@me.com>

Per my e-mail a moment ago to Margaret:

I am forwarding an e-mail that I sent to Linda, Cathie and Don earlier this month that provides a three-minute (or so) tour of the almost 40 year history of Bobelaine, and the issues that are prompting it being on our agenda for tomorrow night.

after reviewing this one, I think it is pretty comprehensive. So rather than continuing to bomb your inboxes, I'd say please review the correspondence below, and the attached documents, which are the past four years' of costs that SAS has incurred for Bobelaine upkeep.

There will be a few more details that I (perhaps with Cathie, Don and Linda's help) will fill in at the meeting, but this, along with the copy of the contract I sent a moment ago, should tee up the discussion fairly well...

-Keith.

----- Original Message -----

Subject: Re: Bobelaine

Date: Fri, 12 Jul 2013 12:58:28 -0700

From: Keith G. Wagner <k.wag@comcast.net>

Reply-To: k.wag@comcast.net

To: L Pittman <pittmanl@frontiernet.net>
CC: 'Cathie LaZier' <empid@earthlink.net>, 'Don Schmoldt' <dschmoldt25@gmail.com>

Hi Linda,

Yes....here is my understanding:

In the late 1970's early 1980's Bob and Elaine Crandall decided that they wanted to donate the land they owned along the Feather River for conservation/wildlife purposes.

They initially considered DWR, which had accepted a similar easement on the other side of the river. The Crandalls, however, decided not to go that route, when DWR cleared the parcel that was granted to them for flood control, even though it had been granted with the intent of preserving the parcel's riparian habitat.

The Crandalls then approached Sacramento Audubon as a potential grantee. The local chapter SAS very much supported accepting the grant, but was not in a position to accept the deed. So, a deal was made: National Audubon would accept and hold title to the land for conservation purposes pursuant to the local chapter (Sacramento Audubon Society's) agreement that it would maintain the property and cover all related cost. SAS' enthusiastically accepted that challenge. For many years it held fundraisers and birdathons to fund Bobelaine management, and there was even a Bobelaine committee and work parties to do the maintenance.

Over the years, however, there has been a lot less active involvement by the chapter in terms of work and fundraising. At this point, Robert is pretty much a one man show out there, which we are grateful for on the one hand, but which is also a bit of a precarious position to be in (if Robert quits, what then? and when Robert incurs expenses, we are, in some ways, over a barrel in terms of having to cover them). Not that, when I look at any one expenditure, do I think that anything Robert has done or incurred is not reasonable or needed in the context of him handling the property without any other assistance or support.

There is a contract between SAS and NAS that sets out these obligations. I thought I had scanned it, but I don't seem to have it on my computer now. Don has the Bobelaine files, and so it should be in that collection.

When I joined the SAS Board in/around...2003 or 2004(?) there were rumors that there might be some sort of estate funds from the Crandalls that were supposed to go toward upkeep of Bobelaine. But nobody knew for sure. Ultimately National undertook an investigation and learned that when Bob died (shortly after Bobelaine was deeded to National), his will provided for an amount of cash (I think it was \$150K) the interest from which was to be used to support Elaine for her life, and then after that the principal was to be given to National Audubon. They also found that Elaine was still alive in a nursing home. A couple of years later, Elaine died, and (after some letters sent to lawyers) National Audubon secured the Crandall estate funds in early 2008 and promptly invested it in the stock market. : \ Following the national economic meltdown later that same year, the fund had lost something like half of its value.

As a result, we adopted the practice of having SAS front all costs for a given fiscal year (e.g., July of 2011 through June of 2012), and then we wait until near the end of the following fiscal year (June 2013) to submit that invoice, to allow the endowment principal to generate as much interest as possible before drawing on it.

(An interesting note is that Bob's will did not expressly say that the estate funds were for the management of Bobelaine. However, Glenn Olsen, who was director of Audubon CA at the time the endowment was transferred, happened to be a member of SAS when the chapter and NAS worked out their agreement about ownership (NAS) and upkeep (SAS) of Bobelaine. Glenn personally ensured, when the Crandall estate funds were received, that they were earmarked by NAS as an endowment intended for the management and upkeep of Bobelaine.)

So, now, it has been pretty consistent that from year to year the fund has cast off approximately \$2,600 in interest to be used for managing Bobelaine.

Before we started having problems with the tractor, our maintenance costs for Bobelaine were pretty darn close to this amount. For example, in 2008-2009, total maintenance and upkeep costs were about \$2,500. (attached) In 2009-2010, our invoice (excluding an attempted repair of the old tractor which cost \$1,777) costs for maintenance and upkeep of Bobelaine were approximately \$2,900 (see attached).

When things really got out of alignment is when the tractor died (shortly after above repair) and a new one had to be purchased. Robert financed it, and has been making the payments, but we reimburse him, with the understanding that the tractor will be donated to SAS when the payments are complete.

The issue is that this has added about \$2,800/year over and above the traditional baseline annual maintenance costs.

Also, in the most recent invoice submitted to NAS (which was for July 2011 through June 2012, and also is attached) we had one time charges for parts and tools of \$600, and a well repair for \$850. With the tractor "rental" of \$2,800, this totals \$4,250 of charges out of the \$7,825 requested. If these charges are backed out, then the baseline amount required to maintain Bobelaine had risen to about \$3,575/year (\$7,825 - \$4,250), which is about \$1,000 more than NAS has in the bank for us.

Unfortunately, in 2012-2013 (which Cathie recently sent to me, but which we won't intend to send to Audubon CA until June 2014) there are even more creeping one time "incidentals", including \$1,370 in tools and parts for the tractor, and \$1,717 for removal of a tree and a pole saw. There is also a shift in the insurance line (which now has a water district fee added, that I don't remember from prior invoices) from about \$600 up to about \$1,600. When I remove the one time incidentals and tractor rental from the 2012-2013 invoice (but not the insurance or water district fee, which I presume we cannot change) our annual "baseline" upkeep costs appear to now be up to about \$4,250, which is about \$1,600 more than NAS should be anticipated to have in the bank next year (assuming the payout remains constant).

So we have two sets of issues (at least, maybe more) to deal with:

- 1) Who pays the significant difference between what National has available by default from the Crandall estate, especially FY 2011-2012 (deficit of about \$5,000) and FY 2012-2013 (deficit of about \$7,600)?
- 2) How do we get a handle on Robert's spending for one time incidentals, beyond those items we are already committed to (i.e., the tractor).

I think Bobelaine would be reasonably sustainable if we could keep the overall budget (except for the tractor, which will be paid for soon) to something more in the \$3,500 to \$4,000 range (i.e., national kicks in its \$2,600 default, and the chapter finds from its resources another \$1,000 to \$1,500).

On the first item above, I am thinking we should go to Dan, and ask if we can get a one time, special check written out of the principal of the endowment, to just finish the payments for the tractor (\$2,800 per year) and get that \$2,800 per year expense off the annual expense books.

SAS, I think, would probably them be stuck having to pay the remaining deficit for 2011-2012 and 2012-2013, which (with two years worth of tractor payments backed out, at \$5,600) would mean we would need to "find" \$7,000. On this: we originally had \$8,000 set aside for Bobelaine when the Crandall estate was found and secured by NAS. When that happened we moved those funds back to our general account. We also had \$1,000 donated specifically for Bobelaine to us last year (i.e., that is what we must spend it on). So, while covering this \$7,000 for the past two years would be a lot, it is also funds that SAS did have set aside, at one point or another, for Bobelaine.

But that does not leave us with any specific funds for this year's (2013-2014) or future years maintenance and upkeep. If we can get a handle on Robert (hopefully he has all the gear he needs now?) and avoid any unusual added one time expenses, it appears that we can/should anticipate a "baseline" invoice for 2013-2014 that will be in the \$4,000 to \$4,500 range, which will then have to have another \$2,800 added (total estimate of about \$7,300) if we can't convince National to write a check now from the Crandall Estate principal to pay for the tractor.

Cathie, you know the numbers and history probably better than me... do you have any further points to add about the expenses, or see any other places to save? One item that is new to me is the water district fee (which looks like it may have been close to \$1,000)? Is that a permanent fixture in the budget, now?

Thanks,

-Keith.

On 7/12/2013 10:20 AM, L Pittman wrote:

Cathie/Keith,
Could you explain the relationship between us/Bobelaine and CA Audubon, National Audubon? I know this has been discussed in the past but I need a refresher.

Linda

From: Cathie LaZier [mailto:empid@earthlink.net]
Sent: Thursday, July 11, 2013 7:17 PM
To: k.wag@comcast.net
Cc: Don Schmoltdt; Linda Pittman
Subject: Re: Bobelaine

Per the agreement you guys made with Robert re the tractor, the last payment will be made in June of 2015, so that is 2 more years. Another quite large expense is the \$198 State Farm Insurance policy, payable 3 years at a time, which I still don't understand, because it seems National should cover insurance, plus our own insurance policy specifically mentions Bobelaine. Then there's the 2 year warranty on the tractor which we paid (\$1165) last year, and it will come due again in July 2014. And of course we never know when a tree needs taking out, or the pump fails, etc.

-----Original Message-----

From: "Keith G. Wagner"

Sent: Jul 11, 2013 3:32 PM

To: "Taylor, Dan"

Cc: Don Schmoltd , Linda Pittman , Cathie LaZier

Subject: Re: Bobelaine

Hi Dan,

Yes, I'd recommend that we include Don Schmoltd (past president), Linda Pittman (current president), and Cathie LaZier (treasurer), all cc'd here.

Maybe we can resolve this online, though:

We do realize that because of the tractor payments, in particular, we are probably exceeding the funds the Crandall Estate endowment casts off each year. The chapter does have some funds available to augment the endowment.

Could you advise what would be the maximum, default amount available from the endowment to distribute FY 2013? It may be the case that between what is available from the endowment, coupled with available chapter resources, we may be able to fill the gap.

I would note that maintenance expenses at Bobelaine should substantially ramp down to a more traditional/moderate amount, once the tractor is fully paid for. I think there is only one or maybe two more years to go before the tractor has been fully paid for.

-Keith.

On 7/11/2013 2:49 PM, Taylor, Dan wrote:

- > Keith, sometime in the next month or so I'd like to sit down with the
- > right people at SacAS to discuss the funding issue at Bobelaine. The
- > endowment is no longer generating sufficient income to cover the
- > operating costs for which we are reimbursing you. Thus, some creative
- > thinking would help. Could you suggest who should participate in the
- > meeting and we'll schedule a convenient time? Once we identify the
- > attendees I'll put together some budget numbers for the sanctuary. Thanks,
- >
- > Dan
- >
- > Dan Taylor
- >
- > Director of Public Policy
- >

> *AUDUBON CALIFORNIA *
>
> Office (916) 649-7600 x102
>
> Mobile (916) 719-2666
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>
> No virus found in this message.
> Checked by AVG - www.avg.com
> Version: 2013.0.3349 / Virus Database: 3204/6483 - Release Date: 07/11/13
>

Cathie LaZier
No virus found in this message.
Checked by AVG - www.avg.com
Version: 2013.0.3349 / Virus Database: 3204/6486 - Release Date: 07/12/13

Attachments:

Bobelaine invoice FY 08-09.pdf	16.9 KB
Bobelaine - SAS invoice to Audubon CA FY 2009-2010.doc	274 KB
Bobelaine Invoice FY 2011-2012.xlsx	10.5 KB
Bobelaine Invoice FY 2012-2013.xlsx	10.6 KB



Sacramento Audubon Society

P. O. Box 160694, Sacramento, CA 95816-0694

October 1, 2009

To: National Audubon Society

From: Sacramento Audubon Society

P.O. Box 160694

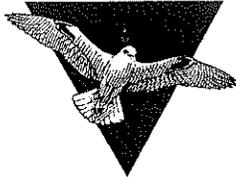
Attn: Graham Chisholm

Sacramento CA 95816

Invoice for reimbursement of Sacramento Audubon Society's annual maintenance expenses for the Bobelaine Audubon Sanctuary, Sutter County, California.

SAS BOBELAINE ACTUAL EXPENSES FOR FISCAL YEAR 7/1/08 – 6/30/09

\$113.45	P G & E, billing for lights at Bobelaine property
\$843.88	Ben Toilet Rental
\$168.34	Diesel fuel for tractor
\$339.95	Parts & Supplies for maintenance tools, etc.
\$71.75	Butte-Yuba-Sutter Water Quality Coalition Annual Fee
\$1,027.67	Travel reimbursement for volunteer maintenance person
\$2,565.04	TOTAL EXPENSES
<u>(\$379.26)</u>	Credit: Dedicated Donations for Bobelaine received by chapter
\$2,185.78	TOTAL REIMBURSEMENT REQUESTED BY SAS



Sacramento Audubon Society

P. O. Box 160694, Sacramento, CA 95816-0694

April 26, 2011

Via e-mail

Padmini Srinivasan
Director of Finance
Audubon California
4225 Hollis Street
Emeryville, CA 94608

Re: Bobelaine Sanctuary - Invoice for Bobelaine O&M FY 2010.

Dear Padmini,

This letter serves as Sacramento Audubon Society, Inc.'s invoice to Audubon California for operations and maintenance of the Bobelaine Sanctuary from July 1, 2009 to June 30, 2010.

SAS BOBELAINE ACTUAL EXPENSES FY 2009-2010

P G & E, billing for lights at Bobelaine property	\$115.42
Ben Toilet Rental	\$759.68
Diesel fuel for tractor	\$235.29
Parts & Supplies for maintenance, tools, etc.	\$219.93
Miscellaneous, includes Butte-Yuba-Sutter Water Quality Coalition annual fee	\$54.50
Travel reimbursement for volunteer maintenance person	\$1,544.73
Beeler Tractor Maintenance and Repair Invoice	\$1,777.56
TOTAL EXPENSES	\$4,707.11

Previous Reimbursement from Natl. Audubon for Beeler Tractor invoice	(\$1,777.56)
Cash donation received for Bobelaine	(\$10)

TOTAL REIMBURSEMENT REQUESTED BY SAS **\$2,919.55**

If you need any further information to process this invoice, please let me know.

Thanks,

Keith G. Wagner, President
Sacramento Audubon Society, Inc.

SAS BOBELAINE ACTUAL EXPENSES FOR OPERATIONS AND MAINTENANCE, FY 7/1/11 TRHHOUGH 6/30/12

P G & E, billing for electric power for pump and tools	\$ 129.44
Ben Toilet Rental	\$ 936.99
Diesel Fuel	\$ 328.19
Parts, Supplies and Repairs for Maintenance on Tractor, tools, etc.	\$ 601.16
Well repairs, Fulkerson Pump Service	\$ 856.12
Travel Reimbursement for volunteer maintenance person	\$ 1,584.67
Tractor rental	\$ 2,794.44
Volunteer Liability insurance premium	\$ 594.00
TOTAL EXPENSES	\$ 7,825.01

TOTAL REIMBURSEMENT REQUESTED BY SACRAMENTO AUDUBON SOCIETY

\$7,825.01

**SAS BOBELAINE ACTUAL EXPENSES
FOR OPERATIONS AND MAINTENANCE**

FY 7/1/12 THROUGH 6/30/13

P G & E, billing for electric power for pump and tools	\$	114.23
Ben Toilet Rental	\$	831.95
Diesel Fuel	\$	237.82
Parts, Supplies and Repairs for Maintenance on Tractor, tools, etc.	\$	1,373.26
Travel Reimbursement for volunteer maintenance person	\$	1,571.07
Tractor rental	\$	2,794.44
Volunteer Liability insurance premium and local Water District fees	\$	1,504.50
Tree removal and Power Pruner (pole saw)	\$	1,717.32
TOTAL EXPENSES	\$	10,144.59

TOTAL REIMBURSEMENT REQUESTED BY SACRAMENTO AUDUBON SOCIETY