

Howard County Bird Club
A Chapter of the Maryland Ornithological Society
Board of Directors Meeting - Minutes
Thursday, April 27, 2017

Attendance [Presence indicated by check mark (√)]

2015-2016 Club Officers:

President: John Harris √
Vice-president: Mary Lou Clark √
Secretary: Chuck Stirrat √
Treasurer: Cindy Albright √
Chap. Directors: Woody Merkle (1st yr.)
Nancy McAllister (2nd yr.)
State Directors: Karen Heffernan √
John McKitterick √
Robin Todd √
Past President: Robin Todd

Chapter Committees:

Field Trips: Joe Hanfman
Programs: Jane Geuder
Conservation: Kurt Schwarz
Newsletter: Howard Patterson √
Records: Jo Solem √
Webmaster: Bob Solem √
Potluck: Kathie Lillie √
Publicity: Allen Lewis
Others:

General Notes

Meeting was held in home of Kathie Lillie. Total number in attendance was 11. Attendance at the regular club meeting held April 13 was 61. Gail Mackiernan gave a program entitled “Madagascar.”

This regular meeting held April 13 was the annual club business meeting to elect the officers for next year. The slate of officers had been presented by the nominating committee at the March meeting and distributed to the membership by email/mail. The slate presented was President – John Harris, Vice-President – Mary Lou Clark, Secretary – Chuck Stirrat, Treasurer – Cindy Albright, State Directors – Karen Darcy, John McKitterick, and Robin Todd, and Chapter Director – David Sandler (1st Yr). Woody Merkle will be serving the second year of his two year term. Bob Solem, given none of the nominating committee were present, announced the slate and it was moved that the slate be elected by acclamation. The motion was passed unanimously. Following the meeting the club secretary sent contact information for the new officers to the MOS Secretary and MOS President for inclusion in the state MOS listing of officers.

Officer’s Reports

Review of Minutes/Secretary (Stirrat): The minutes were accepted as submitted.

Treasurer’s Report/Treasurer (Albright): Cindy had provided the attached report for March prior to the meeting.

President’s Remarks (Harris): John noted that the election of officers had been completed at the last club meeting. He reported that Woody and he had taken the Master Gardeners on a bird walk at MPEA. There were approximately 14 participants including two staff from Rec and Parks. They walked the loop trail and all seemed to enjoy the opportunity to see some of the birds that benefit from their efforts at MPEA. John suggested it might be good to repeat the walk again in the future. As shown on the agenda the administrative task that John will work on this coming month is to confirm all committee chairs/coordinators are willing to continue in their current positions. Lastly he reported that he had learned from RNC staff that the projector in the auditorium that has been problematic at our meetings is being replaced. The new one should be ready for our next meeting.

Vice-President’s Remarks (Clark): No remarks.

Chapter Committee Reports

Field Trips (Hanfman): There are only 3 field trips left for this season, including the Jug Bay trip this summer.

Records (Jo Solem): Recent highlights include the Red-throated Loon, the American Bittern observed catching and eating a Marsh Wren at Race Road, and a Cattle Egret. The Clay-colored Sparrow was a first spring record and by far is the longest stay for that species.

Conservation (Schwarz): The bill enhancing pollinator protection has passed in the legislature but is still waiting for the Governor's signature.

Newsletter (Patterson): Howard had nothing to report.

Webmaster (R. Solem): Bob reported that Nancy Magnusson had pointed out that the dragonfly portion of the website had disappeared. Bob admitted he had started to update it and then failed to finish the process. The updated material is now available on the site.

Potluck (Lillie): Kathie is considering putting together a survey for club members attempting to determine what would make the potluck more appealing. She is concerned that attendance continues to dwindle.

State Board Reports

State Board Meeting (Harris, Todd, Heffernan, McKitterick, Etc.): No MOS Board meeting since our last meeting.

Old Business

Robinson Nature Center Memorandum of Understanding (MOU) – John reported that he signed the MOU for us and Stacey Yankee signed for RNC. The MOU must be approved by county management but appears to be complete for now. It is valid until December 31, 2018.

SkyWatch – eBird Hotspot Update – John reported that the new hotspot for the SkyWatch has been established. Hopefully it will be used by all those who conduct stationary watches from the site. It will allow us to provide the Conservancy with a list of all species observed during the year from the site.

SkyWatch – Signage – Woody presented our proposal to name the SkyWatch the “Chandler S. Robbins SkyWatch” to the HCC Grounds Committee and they approved the proposal. As reported earlier Mike Kerwin had declined coordinating the design of signs for the SkyWatch. John spoke to Mike and he is willing to help with content but not the actual design. John approached Nancy McAllister about helping with the signs and she tentatively agreed. John will speak again to Nancy about being design coordinator and how to proceed. The Conservancy is shooting to have their new signage for the Gudelsky Environmental Education Center ready for the dedication of the new expansion. The dedication is scheduled for 4:30 pm in concert with the Wine in the Woods event on May 25 (date of our next Board meeting).

Greenfest – John expressed his thanks to all who helped him with Greenfest (Mary Lou, Jo, Bob, Kathie, Linda Hunt & Sue Muller). He mentioned manning the booth, showing “The Messenger”, butterfly program, cookies (for adults) and wrapped candy (for kids). Mary Lou pointed out that having the candy handout got kids to stop and that motivated parents to stop and engage. She also suggested we should have a handout listing upcoming field trips and club meeting programs. Another suggestion was to schedule a Beginner's Bird Walk for the Saturday following Greenfest that we could encourage booth visitors to attend. We agreed this was a good idea and John took an action to contact Joe Hanfman and ask him to try and schedule such a walk suitable for families one week after Greenfest next year (perhaps Wilde Lake). Greenfest provides us the heaviest traffic to engage the general public.

Nancy McAllister had stopped by having attended the showing of “The Messenger” and said there were about 20 attendees. Sue Muller reported that Lisa Colangelo had indicated she would be willing to man the booth in the future. Lisa didn't volunteer to serve as the “Volunteer Coordinator” despite Sue's assurances that the task was easy given the info on Kevin's survey results spreadsheet. It was suggested that perhaps the role of Volunteer

Coordinator could be assumed by one of the Chapter Directors (2nd year, as 1st year coordinates refreshments). John H. agreed to contact Woody and discuss this with him.

Lastly during Linda Hunt's butterfly program she mentioned that the crop timothy was a host plant for some rare butterflies. One of the attendees associated with the Farm Bureau spoke to her and remarked that timothy was not planted often but that there was a federal program for farmers designed to promote pollinator plots and he might be able to put her in contact with farmers who might be interested in her efforts. It was suggested that Wes Earp might also be a resource about this program.

New Business

2017-2018 Budget – Cindy had prepared a proposed budget for next year and distributed it in advance of the meeting. It was moved, seconded, and approved unanimously. The approved budget is attached. It contains a summary of the special donations made to habitat projects during 2016-17 and a list of club year-end net worth for the past 8 years. Cindy had originally had trouble with this task as her outdated version of QuickBooks was not working. She was able to update her copy at a cost of \$50 using a software supplier for non-profits (TechSoup).

Howard County Bird Club Permanent Address for IRS – June Tveekrem originally volunteered to have the club use her address as the official club address as the IRS required a physical address (not a Post Office Box) at the time we had to obtain a EIN for the club. June is anticipating retirement in a couple years and may not stay in her current home. As a result she has asked the club to find an alternative address. Cindy stated that she thought the IRS may have changed policies and might now accept post office boxes. Since we now have a box this would be our best option if possible. Cindy took an action to research the issue and report back.

Around the Room –

- Robin reported that he had a wonderful trip to Ireland.
- Kathie asked if we were expecting to host an MOS Board meeting in the next year and was told we don't expect to have to.
- Cindy reported seeing 3 Black-crowned Night-Herons at Wilde Lake. She met a fellow who lives in the white townhouses on the lake, named Conrad, who gave her a DVD with many wonderful pictures of wildlife around the lake that he had taken.
- Chuck reported that he will be absent for our next Board meeting in May and would need someone to take minutes. Bob volunteered. Chuck will provide him with a blank template for the minutes.
- Howard, Karen, and Chuck reported that their trip for Colorado Grouse was very successful. Chuck had his 600th ABA species on the trip. He was urged to prepare a short note on this for the next copy of The Goldfinch. An item for the MOS Yellowthroat Chapter Chatter describing the trip, taken by 7 club members, would also be a good idea.
- John H. reported he is making good progress on his annual report to MOS (due by the Conference). He plans to ask Kurt for a summary of his conservation efforts. It was pointed out that Kurt will be preparing a committee report as chairman of the MOS Conservation Committee and all that John needs in his report is a very short synopsis of items unique to Howard County.

Review of Prior Action Items:

- Ask Cindy to draft proposed budget for next Board meeting – John H. DONE
- Provide text of request for an Event Volunteer Coordinator to Bob and Howard for inclusion in NewsGram and Goldfinch – Sue Muller DONE
- Notify Woody of name for SkyWatch – John H. DONE
- Send sympathy card from club to Robbins family – John H. DONE
- Sign the RNC MOU and deliver it them for county signature – John H. DONE
- Seek a person to serve as design coordinator for SkyWatch signage (ask Nancy McAllister) – John H. DONE

New/Continuing Action Items

- Provide Chuck with a copy of the final MOU that was signed for secretary records – John H.
- Ask Joe Hanfman to attempt to add a family-friendly bird walk for week after Greenfest – John H.
- Contact Woody about possibility of Chapter Director acting as Volunteer Coordinator – John H.
- Research whether IRS still requires non-profit organization to have a physical address – Cindy

Board Meeting Schedule

Board meetings are generally held 4th Thursday of month at 7:30 PM

September 22, 2016	-	John Harris
October 27, 2016	-	Karen Heffernan
November 17, 2016	-	John McKitterick (this is 3rd Thursday to avoid Thanksgiving)
December	-	NO MEETING
January 26, 2017	-	Howard Patterson
February 23, 2017	-	Bob & Jo Solem
March 23, 2017	-	Mary Lou Clark
April 27, 2017	-	Kathie Lillie
May 25, 2017	-	Cindy Albright (Joint meeting with new and old members)

Attachments (Copies of handouts provided at meeting and club correspondence filed with original minutes)

- Agenda – April 27, 2017
- HCBC Treasurer’s Report – March 31, 2017
- Approved HCBC Budget for 2017-2018

Minutes submitted by:

Charles R. Stirrat
Secretary, Howard County Bird Club

**Howard County Bird Club
Board of Directors Meeting**

Agenda

April 27, 2017 - 7:30 PM

1. Additions?
2. Review of Minutes Chuck Stirrat
3. Treasurer's Report Cindy Albright
4. President's Remarks John Harris
 - Election results
 - Birds 101 presentation to MPEA Master Gardeners
 - This month's administrative task: Confirm committee chairs continued service: Field trips, Records, Conservation, Newsletter , Web Master, Seed Sale, Potluck dinner, Count Coordinators (3),Audio/Visual
5. Vice President's Remarks Mary Lou Clark
6. Committee Reports
 - Field Trips Joe Hanfman
 - Records Jo Solem
 - Conservation Kurt Schwarz
 - Newsletter Howard Patterson
 - Web Master Bob Solem
7. Old Business
 - Robinson Nature Center memorandum of understanding (MOU) – signed!
 - SkyWatch
 - eBird hotspot update
 - Signage
 - Greenfest – Thanks all: The Messenger, Linda Hunt's butterfly program, the booth
8. New Business
 - 2017-2018 Budget
 - Howard County Bird Club Permanent Address for IRS
9. Action Items Chuck
10. Around the room

Meeting Location:

Kathie Lillie

4102 Roxbury Mill Road

Glenwood MD 21738

Phone: (301) 807-3785

HOWARD COUNTY BIRD CLUB
TREASURER'S REPORT
as of March 31, 2017

	Budget 2016-17	March Current Month	May - March Year To Date
Income			
Membership Dues		156	5,983
State Dues Paid		_____	3,215
Net Membership Dues	2,000		2,768
Contributions to Habitat Preservation		50	3,128
Contributions to MOS		40	40
Total Operating Income	2,000	246	5,936

Expenses

Habitat Preserv. To purchase trees for HCC		155	
Honorarium - Intern Barbara Sikorski			1,000
Programs	600		410
Special Supplies			
Internet Account	200	50	300
Postage, Copies	250	49	319
HCBC Decals			450
Newsletter & Directory	400	128	507
Miscellaneous			
All Creatures G & S	300		300
Greenfest	35		35
YMOS Birdathon			
DOS Bird-a-thon	1,000		
Total Operating Expense	2,785	382	3,321
Income less Expense		(136)	2,615

T Rowe Price Government Money Fund (renamed from T Rowe Prime Reserve Fund)

Reserve Account beginning bal. 3/01/17	16194.20
Interest Received in March	3.47
Marjorie Mountjoy Fund Balance (part of total)	5540.00
Total T Rowe Price ending balance 03/31/17	16197.67

PNC Bank Balance

Beg. Checking Bal. 03/01/17	3959.15
End. Checking Bal. 03/31/17	3743.71
Total Assets	19941.38

HOWARD COUNTY BIRD CLUB
BUDGET - Approved 4/27/17
5/1/17-4/30/18

	Actual 2014-15	Actual 2015-16	Actual 2016-17	Budget 2017-18
Operating Fund				
Income:				
Net Membership Dues	1,933	2,426	2,814	2,750
Contributions to HCBC	2,145	2,261	3,128	3,000
Contributions to HCBC (Emy)		2,365	-	-
Total Operating Income	4,288	7,162	5,942	5,825
Expense:				
Meetings:				
Programs	650	890	400	1,000
Hospitality-Chapter & State	62		10	75
Special Supplies - Decals			450	-
Internet Account	203	330	300	350
Postage, Copies	258	287	230	300
Newsletter & Directory	504	644	507	550
Miscellaneous				
Pollinator Plots	1,300	(see Habitat Projects - below)		
All Creatures Great & Small	200	300	300	300
Greenfest	35	35	35	35
YMOS Birdathon	244	254		260
Total Operating Expense	3,456	2,740	2,232	2,870
Income over Expense	832	4,422	3,710	2,955

2016-17 Special Donations to Habitat Projects *

HCConservancy	5,000
Skywatch installation	4,054
Meadow intern + expenses	1,300
MPEA trees in woodcock area	1,170
Dick Smith Memorial tree purchase	155
*from retained earnings in PNC bank acct.	
Total	\$ 11,679

Year-end Net Worth

2016-17	\$ 19,925
2015-16	28,018
2014-15	24,788
2013-14	22,538
2012-13	20,519
2011-12	19,659
2010-11	18,218
2009-10	18,762