

**Sacramento Audubon Society**  
Board of Directors  
Meeting Minutes  
Meeting Date: October 29, 2013  
Approved Date: November 26, 2013  
SMUD Meeting Rooms

**Call to Order:** Meeting called to order: 7:00 p.m.

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

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

**President's Report (Linda):**

- Linda reported that she asked Sally Walters to serve as a Director on the Board to replace Margaret Martin, who had resigned. The Board approved the appointment.

**Treasurer's report (Cathie):**

- Cathie circulated monthly report prior to meeting. Nothing out of ordinary to report.
- We have received the 2013 Baseline funding deposit from National Audubon.
- Cathie said that reporting Sales and Use Tax was going to be more difficult as Sacramento City and Sacramento County now have different sales tax rates. Sales tax on mail orders for books and calendars also must be paid at the rate of the buyer's zip code.

**Membership (Cathie for Lea):**

- Chapter currently has 2,938 members assigned by National.
- Chapter currently has 541 dues paying chapter members, 191 are cross over with National.
- Cathie read list of non-renewing members, Cathie and Tim will contact individuals they know to encourage them to renew.

**Programs Report (Sally):**

Sally proposed that as November meeting is always a problem, due to many other activities including the CVBC Symposium, that we either eliminate that meeting or move it to the previous week. After some discussion it was agreed to try in 2014 to hold the meeting a week earlier. Cathie will contact Betty Cooper at EYNC to ensure that the meeting room is available for that date. Date change will be announced in the July/August, Sept. and October Observers and on the website.

**Outreach and Education (Cathie):**

- The NatureFest at EYNC had good attendance.
- Beginning Birder field trips are doing well.
- Over 30 women from the RVWomen's convention at Cal Expo came on a field trip designed for them.
- Soil Born Farm field trip was canceled but the two people who had signed up came to Beginning Birders.
- The joint SAS/EYNC monthly nature/birding walks need more SAS volunteers who are skilled and comfortable working with children, and the Sunday trips need to have a time change – 1:30 pm is not optimum birding time.
- The Kids' Christmas Bird Count is scheduled for January 11, 2014, at Effie Yeaw Nature Center.

#### **Resale Merchandise (Cathie):**

- Cathie reports that calendar sales are very slow and disappointing.
- For general sales inquiries by stores and other vendors, Subhash will set up a generic e-mail for [sales@sacramentoaudubon.org](mailto:sales@sacramentoaudubon.org), and Linda will monitor until a volunteer is found.
- Cathie will write a job description for the December Observer.
- Linda will write a letter to be sent to the various stores explaining the new system, and giving the contact information for their particular representative.
- She will also modify a Word document invoice for use by the representatives when delivering merchandise.
- Darrell has already delivered an order of 6 books to Effie Yeaw.

#### **Bobelaine (Linda):**

- Linda reported that Robert Thomas has received reimbursement in full for his purchase of the tractor used at Bobelaine, and has signed a letter stating that Audubon is the owner.
- The tractor is now covered by the SAS insurance policy. Linda will check with Keith Wagner re the additional premium, which has not been billed to date.

#### **New Business:**

The SAS Honorarium Policy/Guidelines drafted by Linda were discussed.

**Motion:** (Chand/LaZier) to adopt the draft (copy attached). Ayes 8, Nos 0. Motion passes. Karen suggested that any money received go to the Education and Outreach fund, and the board agreed.

Chris Conard's request for funding for printing the 2014 Bufferlands Calendar was discussed.

**Motion:** (Mohr/LaZier) to pay for the printing. Ayes 8, Nos 0. Motion passes.

**Adjournment:** Meeting adjourned at 7:49 p.m.

## Speakers' Bureau - Honorarium Guideline

Sacramento Audubon Society (SAS) has a volunteer Speakers' Bureau, where members go out into the community to speak on behalf of SAS. The Speakers Bureau does not set fees for presentations, and speakers through the SAS Speakers Bureau do not require an honorarium.

While the individuals are the ones giving their time, in reality, the reason they are being booked is as spokespersons of the organization. When a speaker is requested, the organization making the request should be informed that our speakers are sent out free of charge as a public service. To the extent SAS has provided presentation(s), paid for materials or offers the services (speakers bureau, bird walk, etc), any honoraria received should go to SAS.

If the organization wishes to provide an honorarium, they should be informed that a gift/donation to SAS is always appreciated but not necessary. If they wish to give a gift/donation, the check should be made out to SAS. If an organization, gives the speaker a check made out in his/her name, it should be endorsed over to SAS\*. Note: regardless of guidelines or policy requiring honoraria to be remitted to the chapter, it is essentially unenforceable.

\*Incidental gifts such as food/beverage cards (Starbucks, etc.) or minimal amounts may be kept by the speaker.

If a member of SAS makes a presentation in their own capacity, they should keep the honorarium or do with it as they please. (It is up to the organizations requesting a speaker (not representing SAS, but whether a SAS member or not) to negotiate any honorarium with the individual speaker outside of SAS.)

If someone or an organization gives SAS a check or a check is endorsed over to SAS, be sure a thank you/acknowledgment is sent.

Honoraria received by SAS will go to Education and Outreach.

Adopted October 29, 2013.