

Final meeting minutes  
Approved at January 15, 2017 meeting

Friends of the Kissimmee Prairie Preserve  
State Park 12:00 November 5, 2016

## 1 General Information

Welcome! The Friends of Kissimmee Prairie Preserve, Inc. was formed in 2011 to work for the preservation, protection, interpretation and promotion of and in the best interest of Kissimmee Prairie Preserve. The Friends organization is a Florida not-for-profit 501(c)(3) corporation and relies on membership fees and private donations to pursue activities on behalf of the Preserve. *Robert's Rules of Order* govern the conduct of this meeting.

## 2 Agenda

### 1. Call to order, 12:05 PM

#### (a) roll call see sign in sheet (see Appendix 1 for sign in sheet)

##### Board members

Tim Kozusko, President  
Donna Bollenbach, Treasurer  
Christina Evans, Vice President  
Paul Gray, Secretary  
Dav Kandz, At large

##### Preserve staff

Daniel Willis, Manager

##### Guests

Stan Czaplicki  
Rick Deluga  
David Holko  
Allen Como

#### (b) approve previous minutes. Approved. (Christina moved, Donna seconded)

**Paul** will PDF them as final and distribute

#### (c) approve agenda, make additions/deletions as necessary

- i. for next meeting: discuss making a permanent archive of CSO documents
- ii. add next year's meeting dates

### 2. Manager's report (if not emailed) Daniel handed out written doc, need to email to Paul

#### (a) The Dark Sky readings: continuous reader installed and working

#### (b) Request for 2 additional Grasshopper Sparrow camera set ups.. Board recommended they be added to the Ordway-Whittell grant

#### (c) The new sound system for the Buggy works great, will add a rack on the buggy for the system

#### (d) The status of the wells: Daniel reports the well will be \$5000, to be installed by Domers and they are waiting for it to dry out enough to drive to the site for installation.

#### (e) Florida Broadband connection. Installed and functioning great

#### (f) Recycling Help. Daniel reports logistical problems with this

Daniel asked instead of recycling help if the Friends could help with firewood. This would

entail the CSO buying the firewood and the Preserve installing an iron ranger to collect fees from campers. This would save Preserve time through not having to split it themselves or supervise its distribution.

Daniel talked with Keith Oliver, Southern Fuelwood Inc. Sales Manager, Tel: 352-472-4324 Ext. 1 Fax: 352-472-2778 Keith@SouthernFuelwood.com. Keith said:

- SFW is an approved vendor for FL State Parks.
- They deliver to the Kissimmee area once a week, every Wednesday/Thursday, it is a two day trip.
- Their bagged firewood is palletized with 54 bags per pallet, with a 2 pallet minimum, (\$4.50/bag, delivered).
  - This rate calculates to \$486 per delivery minimum
- We have the largest bags in the industry at .75 cubic feet, and all our bagged wood is good and dry, so it **WILL** light a fire.

The CSO could make money on this arrangement.

The CSO agreed to explore this further after the meeting by email to work out details and move forward assuming no obstacles arose.

- (g) Park Budget: Daniel's report contained a budget outline. Total operating budget is \$119,000 which after on-going expenses, staffing, and outsourcing for services, leaves very little discretionary money, only about \$2000 per month.
- (h) Buggy bimini top . . . any ideas of what and howmuch?- not done yet by Park staff
- (i) Park staff also have not had a chance to look in to amphitheater ideas.

Other discussion included:

- (j) Two more Americorp positions to start Feb. 2017 and planning to hire another spray tech and a fire tech starting December.
- (k) Astronomy campsites will be on Reserve America in the future, must follow astropad rules that are posted on the Reserve America site
- (l) Preserve staff participated in the FGSP Working Group meeting: This year's news is poor due to rain and predation. FWC raised nests and brought in captives--many survived. Field work and captive breeding detected potential disease problems from antibiotic resistant bacteria in the gut flora, protozoans in some captives that died, and Rickettsial blood parasites in ticks. FWC and partners are applying for a grant to study these issues further. Donna moved the CSO write a letter of support, Christina seconded, and **Paul** will draft a letter for support for the Board to edit and send.
- (m) KPPSP staff went to Kissimmee Basin impaired waters meeting in Kissimmee

### 3. Unfinished business & correspondence

- (a) Did we get a copy of David Holko's night sky book? Yes, it is great. Dave explained it is only one of 2 in existence, made by Sam's Photo Club, at about \$34 per book base cost
- (b) Feb 24-26 Okeechobee Battlefield reenactment: Do we want to do basically the same thing we did last year as far as outreach? Yes, that weekend also has a large BassMasters fishing tournament in Okeechobee and without enough capacity to work both events we agreed to work the Battlefield and not Bass Masters. We will incorporate astronomy and hiking information into the display. CE moved, Donna second passed
- (c) March 11-12 Speckled Perch, 10:00-15:00. Do we want an outreach table? Close to Prairie Days and Nights, and we decided we do not have not enough capacity for this event

### 4. New business

- (a) Financial Report: Donna Bollenbach

Balance at end of September 2016 was \$16, 215, compared with \$14, 120 last year at this time.

Balance as of October 25 was: \$15,971.12

Recent expenditures included:

\$530.78 went to Broadband, with on-going payments of \$65/month.

15.00/month for quick books. **Christina** thinks she can get this cheaper and will pursue: We joined [TechSoup.org](http://TechSoup.org) and have qualified to get QuickBooks Online through them for \$50 a year.

Samantha at PaperPushers is going to help us complete the set up to accomplish this.

\$210/month for accounting services (Paperpushers)

After September 2016:

The Board has approved installing a well and that will take an extra \$5000 from our balance

The Wildflower event hosted 38 visitors (and 6 cancellations who did not ask for refunds). We netted \$1,260 for the walks and made about \$95 in new member fees.

Item suggested for discussion at the **next meeting**: do an annual budget exercise. We can make contingency categories for planning purposes.

- (b) Membership Report: Finished via email from Christina: "We currently have 81 active members. That counts each family membership as two members, and the corporate membership as one member. (Actual memberships of all types is 62) That is down a little bit from our previous report.

The breakdown by type of membership is:

- i. 14 1-year individual
- ii. 16 2-year individual
- iii. 18 1-year family
- iv. 3 1-year Patron (\$100)
- v. 3 Lifetime individual
- vi. 1 Lifetime family
- vii. 1 Corporate (Halifax River Audubon)
- viii. 6 Honorary members (all but one are founding board members)
- ix. Discussion ensued:
  - **Donna** will look into sustaining member categories
  - how do we get more members? How could we convert out 764 FB members to paying status?
  - we have gotten members through plant walks and events but not many other ways. One new one from the last walk, only recent addition
  - we have limited capacity for fund raising
  - FPS cannot handle CSO money, which limits some sign-up options
  - we could sell products on-line, Friends stuff, but capacity remains a limitation
  - we can give perks to members like tours/park discounted services to encourage members
  - **Donna** suggested we need a person/committee to make a membership plan
  - could we print fliers to give to campers? Answer: we have them but we need to make them more prominent somehow
  - should we join other groups to increase our exposure?
  - Make this an **agenda item for next meeting** to answer some of these questions

- (c) There will be a Park CSO President's meeting in Orland on Dec 1, Christina will attend.

When do we need to do the annual checklist?

- (d) Board Elections (proposed slate) Paul moved, Tim second unanimous
  - i. President: Christina Evans
  - ii. Vice President: Tim Kozusko
  - iii. Treasurer: Donna Bollenbach
  - iv. Secretary: Dave Kandz
  - v. Director-at-Large: Paul Gray

The Board then discussed our intent to add new board members who can represent groups with an interest in the Preserve that we think are under-represented on the Board at present. Specifically, Rick Deluga is with Tropical Trekkers and he discussed membership with them and they recommended he join our board. Similarly, David Holko, with the Treasure Coast Astronomy Club attended with fellow Club member Allen Como and volunteered to join the board if elected.

The Board voted unanimously to add Rick and David and their terms will begin at the next meeting of the Board (January 15, 2017).

- vi. Director-at-Large elect: Rick Deluga
- vii. Director-at-large elect: David Holko

- (e) FKPPSP 2017 Annual Program Plan: The Board adopted the “CSO Annual Program Plan” with 7 annual projects:
  1. First Hike (January 1 hike, Donna and Tim volunteered to host. Daniel needs info to advertise it. Probably start 8:30 in the morning or so)
  2. Okeechobee Battlefield reenactment booth
  3. Spring wildflower walk
  4. Fall wildflower walk
  5. Prairie Day and Nights event March 25
  6. Fire demonstration event (TBD, JD State Park has one and it attracts many people; Donna will ask Ann Cox about it, could be independent)
  7. Friends members event special buggy tours
  8. Friends/Florida Conservation Trust Buggy Tours for Florida Native Plant Society Members: May 18, 2017. Donna is lead in planning this.

Last year’s annual plan included: First hike, IDA Dark Sky celebration, Spring and fall wildflower walks, Okeechobee battlefield, members-only prescribed fire demonstration, and an event for local citizens

Daniel (?), please get the finalized plan to me so I can include it as an appendix. Thanks

- (a) March 25, 2017 Prairie Days and Prairie Nights were discussed:
  - i. Potential Activities:
    - A. Prescribed fire demonstration
    - B. Buggy rides-suggested 45-minutes rides, having 2 buggies with one leaving each 1/2 hour. Need two buggies.
    - C. Prairie Walks/hikes
    - D. Current Plant/Wildlife/Butterfly Lists: Possible Scavenger Hunt/Game for sightings
    - E. Reading from “A Land Remembered” or Historical Walk: Okeechobee is doing an event with a speaker in May, can we partner with them? (Patrick Smith’s son?) Daniel can send us info on it.
    - F. Children’s activities: Missy? We were also going to ask another Okeechobee

- organization (Battlefield?) to help as well
- G. Cowpokes (Prairie café) Daniel plans to ask them if they would like to be a food vendor at the event.
- H. Natural history/phenology talks
- I. Astronomy-Dave and Allan suggested they could involve the Treasure Coast Astronomy group
- J. Okee County centennial—cracker cattle? Paul talk with cattle association
- K. Greeter at the gate?
- L. Invite local officials-Through Okeechobee Chamber and? Who?
- M. Solicit volunteers from Community Organizations
- N. Need signage (Donna will look in to it)
- O. Outreach Booths: Friends of KPP, Friends of Okeechobee, Chamber, etc
- P. Promotion? FB, Park website, local radio station, newspaper, banner in town? WQCS, Paul to speak to his sources and Donna/Christina to write-up
- Q. Insurance? Daniel, Paul. Are Board members protected personally?

\*Friends of Okeechobee Battlefield--who do they rely upon for such things? Paul will reach out to Battlefield friends at their meeting next week, on Monday the 14<sup>th</sup>. He'll ask about their vendors? Food trucks? Re-enactors, etc.

**January agenda item:** discuss the details of Prairie Days and Nights activities

- (b) Spring 2017 Plant Walk (discussion **item for next meeting**). Earth Day? April 8th ?

**Christina's update after the meeting:** Craig Huegel can only do April 8th for the Wildflower Walks, so that is likely to be our walk date. She is waiting for a final confirmation from Roger and will get a Save the Date made on it once we are sure.

- (c) FNPS Conference Field trip: May 18 or 21 (Buggy ride, etc.). Susan Carr wants to help, best date is 18<sup>th</sup>, need 2 buggy rides (1 buggy), rather than charge fee how about we ask FNPS to buy a corporate membership? Participants still must pay park entrance fee and whatever FNPS wants to charge. 2 trips, or rotated trips? **Donna** will track down logistics, **Paul and Dave** probably can help

AFTER-THE-MEETING-UPDATE: on November 10 Donna sent the following (in green):  
 "A brief update on the FNPS fieldtrips for the 2017 conference:

- They will be on Thursday, May 18
- There will be two - 2 1/2 hour buggy rides, one at 8:30 and one at noon Each is listed as separate fieldtrip to avoid confusion.
- Paul, I believe you volunteered to drive the buggy. Thank you. We will determine the exact route we take much closer to the date of the fieldtrip. Susan Carr should be coming to a board meeting before then. She may want to talk to you at some point.
- Susan Carr will be the leader on the buggy. I will take people who are waiting for the buggy on short informal plant walks.
- Fees TBD: Either each participant will pay their own park entrance fee. or FNPS will pay for them.
- FNPS will buy a corporate membership to Friends of KPP for one year."

- (d) **Next year's meeting dates:** Sundays appear best for most people: tentatively selected dates are:

- Jan 15;
- Feb 25 PM after battlefield activities (prairie day/nite planning);
- April 8 if that is plant walk day (22<sup>nd</sup> backup);
- Aug 13<sup>th</sup> (?);

- Nov 12<sup>th</sup>

## 5. Audience comments

Dave Holko, Board elect, asked about size and light limits to astronomy pad reservation-holders? If people pull in late they can ruin viewing for everyone else and for a long period of time while they set up. Reserve America posts rules on their site but how are they enforced? Some rules include (at the astronomy pad): filtered lights only, no fires, 17 feet long, 11 feet tall limit. David asked Daniel if he can send David the rules to review and offer suggestions? (yes) Other issues include spots are narrow, hard to set up in the dark, people make reservations and don't show up thereby blocking out other people who could use sites.

Daniel is seeking ways to educate Preserve visitors better about light pollution, can friends sponsor some red cellophane and rubber bands for newbies? David will purchase cellophane and rubber bands and Friends will reimburse him for the expenses.

## 6. Adjournment 4PM

Appendix 1. Sign-in sheet from the November 5, 2016 Friends of the Kissimmee Prairie Preserve State Park CSO meeting.

Friend of Kissimmee Prairie meeting 11-5-16

Paul Gray  
Tim Kocushko  
Allen Como  
DAVID HOLKO  
Daniel Willis  
RICK DELUGA (TROPICAL TREKKERS)  
CHRISTINA EVANS  
DAVE KANDZ  
STAN CZAPLICKI  
Donna Bollenbach



Florida Department of Environmental Protection

CSO ANNUAL PROGRAM PLAN

Required Signatures: **Adobe Signature**

Name of CSO: \_\_\_\_\_

For CSO Fiscal Year: \_\_\_\_\_

	Description of Annual Projects	Resources Needed	Sources of Resources	Agency Approval Needed Y/N
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Submitted by CSO President: \_\_\_\_\_

Date: \_\_\_\_\_

Park Manager Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Appendix 2. Manager's report from Daniel Willis.

Manager updates 11/2016

- o The Dark Sky readings are collecting data now once every hour instead of every 5 minutes.
- o Grasshopper Sparrow cameras. Need 2 camera setups. \$469.25 each See attached list
- o The new sound system for the Buggy works great. Trial run with Wildflower walk tours. Will create mount on tour buggy for speaker once it returns to park
- o One well \$5000 at the primitive campsite. Waiting on road to and campsite to dry up. Domers is company to do the install.
- o Florida Broadband connection, Great! Helped tremendously with efficiency at shop and in the field.
- o Instead of recycling would like to see if possible for fire wood help instead

<b>Operating Budget Update by District As of 7/1/2016</b>					
<b>Initial Allotment 7/1/16</b>					
<b>NAME</b>	<b>EO</b>	<b>FUND</b>	<b>CATEGORY</b>		<b>ALLOTMENT FY 16/17</b>
<b>Kissimmee Prairie</b>	XA	675002	030000	OPS	\$13,525
	XA	675002	040000	Expense	\$85,000
	XF	675002	101198	Outsourcing	\$18,545
Project 30736	QK	423001	080039-17	Small FCO	\$2,200
<b>Total</b>					<b>\$119,270</b>

- o More specifics on amphitheater (Tim has photos of a sample) - OPTIONAL/TABLE IF NEEDED
- o Buggy bimini top...any ideas of what and how much?- TABLE No research done.

Grass hopper sparrow meeting was in October. Species suffered badly from rain and predators. Captive breeding shows good possibility of keeping the population a float but not the long term solution. We are gathering more data on surrogates like bachmans to see if they are suffering from similar threats and declines.

Kissimmee River Basin mtg

Burned KP1 10/24/16 see attached map. Not perfect but good. Had fire penetrate and consume fuels in the interior and northern portions of zone that were not impacted last burn.

Looking to hire another spray tech and fire tech start december. 2 more Americorp positions starting February 2017

Bassmasters KP table February 25-26 and Battle of Okeechobee same weekend

Appendix 3. Financial report from the Treasurer.

**Friends of Kissimmee Prairie Preserve Inc.**  
**Balance Sheet Comparison**  
 As of September 30, 2016

	Total	
	As of Sep 30, 2016	As of Sep 30, 2015 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
1010 Checking/517069-CK1	14,320.57	12,476.16
1020 Savings/517069-SA1	250.69	250.57
1030 PayPal	1,643.84	1,393.01
<b>Total Bank Accounts</b>	<b>\$ 16,215.10</b>	<b>\$ 14,119.74</b>
<b>Total Current Assets</b>	<b>\$ 16,215.10</b>	<b>\$ 14,119.74</b>
<b>TOTAL ASSETS</b>	<b>\$ 16,215.10</b>	<b>\$ 14,119.74</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Total Liabilities		
Equity		
3010 Unrestricted Net Assets (R/E)	15,347.62	12,228.29
Net Income	867.48	1,891.45
<b>Total Equity</b>	<b>\$ 16,215.10</b>	<b>\$ 14,119.74</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 16,215.10</b>	<b>\$ 14,119.74</b>

Sunday, Oct 16, 2016 08:12:32 AM PDT GMT-4 - Accrual Basis

## Appendix 4. Wildflower walk summary from Christina Evans.

From: **Christina Evans** cgrafxs@gmail.com  
Subject: **Re: Treasurer's report**  
Date: **November 2, 2016 at 11:07 PM**  
To: **Donna Bollenbach** donna.bollenbach@gmail.com



Hi Donna,

Here's the info on the wildflower walks — I figure we can just say these are unofficial figures. They are probably pretty close if not exact. We had 44 paying registrants. (Two unpaid — Paul Strauss used a credit from his missed walk and Kim Heise, the artist was comped). Six people cancelled a week or two prior to walk day and (with permission) had their registration fees converted to donations and I sent them donation receipts. Two of those were members for \$48. and four were non members for \$136.

The day of the walks we had 20 paid registrants for the morning walk and 18 paid for the afternoon. (Paul Strauss paid with his credit from the walk he missed and we let Kim Heise the artist go for free). Twenty members for \$480. and 18 non-members for \$612.

So the UNOFFICIAL total in registrant fees was \$1,276.00. (If you back out the ones who cancelled and had fees become donations, it is \$1092.) We also got about \$95 in membership fees related to the walks.

In a more organized way:

Cancellations:

2 - members @ \$24 ea. =	\$ 48.
4 - non-members @ \$34 ea. =	\$136.

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6 - total = \$184.

Morning walk:

13 - members @ \$24 ea. =	\$312.
7 - non-members @ \$34 ea. =	\$238.

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20 - total = \$550.

Afternoon walk:

7 - members @ \$24 ea. =	\$168.
11 - non-members @ \$34 ea. =	\$374.

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18 - total = \$542.

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TOTAL PAID (Unofficial)

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44 - = \$1,276

Just FYI we had at least seven who had been on a previous walk. We did have a few cancellations the night before or the same day, but I left them alone for now. Maybe we should discuss sending them donation receipts, too. I should probably talk to Samantha about how she thinks that ought to work.