



# Protecting our bays and estuaries

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## MEETING NOTICE CBBEP BOARD OF DIRECTORS

**December 12, 2024 – 8:00-10:00 AM (refreshments at 7:30)**  
**Port of Corpus Christi Headquarters, 400 Harbor Drive, Corpus Christi, TX 78401**

If you are unable to attend in person, you can also join via this Zoom link:  
<https://us02web.zoom.us/j/88698936069?pwd=2xQFaug1WTUHVleuTyB6jJR6iZKjMF.1>

- 1) Call to order, roll call, and quorum determination – Alicia Matus, Board President
- 2) Disclosure of conflicts of interest – Alicia Matus (Board President)
- 3) Introduction of new CBBEP Staff – Kiersten Stanzel ([attachment 1](#))
- 4) Consideration and Action: Approve minutes of Board meeting held on October 24, 2024 – Robert Anderson (Board Secretary) and Michelle Cortinas ([attachment 2](#))
- 5) Consideration and Action: Approve a resolution to establish a new CBBEP bank account – Kiersten Stanzel, Alice Sanchez ([attachment 3](#))
- 6) Consideration and Action: Approve a resolution to allow CBBEP to lease a new vehicle for use by the Coastal Bird Program – Kiersten Stanzel, Alice Sanchez ([attachment 4](#))
- 7) Update: Recent grants and donations received – Dr. Lisa Havel ([attachment 5](#))
- 8) Update: Monthly Financial Reports – Mr. James Jensen (Board Treasurer), Ms. Alice Sanchez and Ms. Melissa Barnes ([attachment 6](#))
- 9) Update and Discussion: Updates on CBBEP Programs and Projects:
  - (a) Update on the CBBEP Coastal Bird Program – David Newstead ([attachment 7](#))
  - (b) Update on the CBBEP Volunteer Program – Lauren Piorkowski ([attachment 8](#))
  - (c) Update on Deadman Island Restoration and Protection – Leigh Perry ([attachment 9](#))
  - (d) Update on BIL-funded projects: OSSF Assistance Program and Bayside Boat Ramp Protection – Kathryn Tunnell ([attachment 10](#))
  - (e) Update on Communications and Marketing – Quinn Hendrick ([attachment 11](#))

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- 10) Attachments below are provided for information purposes. Board members may request that any item be discussed in open session:
  - (a) Future meeting schedule – Ms. Michelle Cortinas ([attachment 12](#))
  - (b) Project Status Report – Dr. Kiersten Stanzel ([attachment 13](#))
  - (c) Grants and Proposals Report – Dr. Lisa Havel ([attachment 14](#))
- 11) Public Comments
- 12) Executive Director Comments
- 13) Board Member Comments
- 14) Adjourn



Kiersten Stanzel, Executive Director  
10:00 AM on December 6, 2024