

**TMN – COT**  
**Board of Directors Meeting**  
**Wednesday, January 4, 2012**  
**Sea Center Texas, Lake Jackson, Texas**

**Attendees:** Ed Barrios, Barbara Burkhardt, David Brandes, Marty Cornell, Jerry Eppner, Sandy Henderson, Mary Holler, Mary Helen Israel, Ed Johnson, Ruby Lewis, Neal McLain, Roy Morgan, Connie Stolte, Carole Wenny

**Call to Order:** President Barbara Burkhardt call to meeting to order at 2:28 pm.

**Agenda:** The proposed agenda was presented by Barbara Burkhardt and accepted after so moved by Dave Brandes and seconded by Ed Barrios.

**Action Items:** There were no outstanding action items.

**Minutes:** Secretary Marty Cornell offered the minutes from the December board meeting as revised by e-mail additions and corrections. These revised minutes were approved with no further changes after a motion by Ed Barrios and a second by David Brandes.

**Treasurer's Report:** Treasurer Sandy Henderson reported a balance of \$5,036.54. Details, not discussed at the meeting but provided separately to this secretary, are shown on **Page 4**. Noted later in this meeting was that sufficient state training manuals were in stock to supply the needs of last year's interns; thus we had no expenditure for manual purchases last year.

**2012 Intern Training:** Training Chair Ed Johnson presented the spring training calendar, noting that all dates and topics have been final except for the class and field trip on the Columbia Bottomlands, which awaits the acceptance by Thomas Adams and Mike Lange of our invitation to teach this class. [This calendar will shortly be presented on our website and so is not reproduced here.]

Dave Brandes noted that he felt that General Meeting presentations should truly be advanced training opportunities for all members. Scheduling intern training during these times limits these opportunities for existing members and for interns it limits their opportunities to accumulate advanced training for graduation. Intern classes are open to all members as room permits for anyone to review this training. It is unnecessary to use general meetings for this. Others expressed the opinion that the topics in question had not been presented to the general membership in the last two years, and so the refresher on the topics would be appreciated. No changes were made to the training schedule as a result of this discussion.

An invitation letter and/or e-mail to participate in this training will be sent to about 31 people who have expressed an interest in our spring training classes. In addition, the notice of these classes will be sent to the ten current interns who have not completed their training. **Barbara Burkhardt will send a note to the current interns reminding them of the 15-month limit to complete their training.** [Extensions to this time requirement have been granted by the board to accommodate special circumstances.]

It was suggested that the class size be limited to 22 participants. Discussion argued that flexibility should be exercised in this target of 22 people, as it is desirable to expand membership and volunteers.

Once we have an indication of the class size, **Barbara Burkhardt will order needed copies of the state curriculum and Sandy Henderson will estimate a training budget.** It was noted that, because of AgriLIFE budget restrictions, the training budget will need to include travel expenses for Professor Barron Rector. All other speakers are based in our local area and will not require travel reimbursement.

It was noted that the return to a contiguous twelve-week training schedule would allow us to renew the practice of holding a graduation ceremony in which the class of 2012 would be presented to the full COT chapter membership. One suggestion would be to invite Wayne and Martha McAlister to be the guest speaker at this graduation exercise. The June 13th general meeting was suggested as a possible date for this ceremony. It was also suggested that the practice of class projects might be resumed, at the discretion of the training chair. **Marty Cornell will provide Ed Johnson with examples of past class projects.**

**Advanced Training:** Mary Holler listed the advanced training subjects for upcoming general meetings:

January 11	Dave Brandes, retired chemical engineer; Past President, TMN-COT	<i>Plankton</i>
February 8	Heather Biggs, Adjunct Instructor of Geography, University of Houston-Clear Lake	<i>Health of Galveston Bay</i>
March 14	Teri MacArthur. President and Volunteer Training Coordinator, TMN Heartwood Chapter; Program Director, Spring Creek Nature Center.	<i>Mushrooms</i>
April 11	Dr Barron Rector, Associate Professor and Extension Specialist, Department of Ecosystem Science and Management, College of Agriculture and Life Sciences, Texas A&M University-College Station	<i>Prairie Ecosystems.</i>

Speakers are yet to be set for meetings after April. Suggested topics were a Civil War blockade runner, urban ecology (Dianne Foss), Wayne McAlister's talk on Earth Science (June 13th intern graduation), and Butterflies (James Smith).

**Time Accounting:** Membership Chair Jerry Eppner reported that 65 members have turned in 12,493 hours of volunteer time; this is comparable to last year. Jerry will review the use of our time sheet at next week's general meeting. Ed Barrios will plot VT and AT history for presentation to the general membership.

Connie Stolte discussed the new state web site protocol for individual volunteers to directly enter their data. Concerns were expressed on how computer illiterate volunteers were to use this system and of the loss of checks now available to each chapter to validate time entered. The process is currently in a pilot stage with Sea Center Texas participating. It is not know when TMN chapters will be required to start using this system.

**State Report:** Barbara Burkhardt noted that all data for our state report must be submitted by January 10th so that our chapter's annual report could be completed by the state's January 16th deadline. Ruby Lewis will provide a description of our chapter's participation in the county library programs.

**2012 COT Board Meetings:** Barbara Burkhardt has scheduled four of the year's board meetings at Sea Center Texas; the other eight board meetings will be held at the AgriLIFE building in Angleton. The board agreed to move the start times for these meetings to 2:00.

**Outreach:** Chair Ruby Lewis reviewed planned outreach programs:

- January 17 - Sweeny Garden Club, Overview of TMN, local refuges,
- January 23 - Nature Night at the Angleton Library: Gulf Coast Wildlife Rescue (not a COT event), 6:30
- January 30 - Brazoria County Museum Alliance; Introduction of TMN-COT Chapter
- February 25 - Gulf Coast Adventure Weekend, Dow Academic Center, Brazosport College
- February 27 - Nature Night at the Angleton Library: Habitat Gardening, Barbara Burkhardt
- March 3 - Nature Day at Sea Center Texas
- March 3 - Brazoria Heritage Day
- March 10 - AgriLIFE Water Conservation Conference; Pearland. Both TMN and BCMGA booths are requested, a conference fee of \$15 would be waived for those with booth duty. AT would be credited to those attending the talks.
- March 26 - Nature Night at the Angleton Library: Turtles, Ruby Lewis
- June Summer Library Program: Reptiles, 12 sites
- July Summer Library Program: "Wild in the City", 12 sites

**Refreshments:** Noting that our inventory of soft drinks is seldom consumed, Dave Brandes moved and Jerry Eppner seconded to cease providing sodas at our meetings and to only provide coffee and water. The motion was approved by all.

**COT Shirt Order:** Barbara Burkhardt will recruit a member to be responsible for managing shirt orders.

**Scrapbook for 2012:** Kathy Speights, through Mary Holler, requested support to construct a chapter scrap book for 2012. This request stimulated a discussion on the nature of historical records, noting that the position of Chapter Historian is provided for in our Policy and Procedures Handbook (P&P). The consensus evolved that electronic records are preferred, and that our historian should work with our webmaster to publish an on-line scrapbook. **Mary Holler will ask Kathy if she would accept the position of Chapter Historian with the proviso that the records be electronic and kept on our web site.** Additionally, Webmaster Neal McLain would like existing scrap books to be scanned for on-line archiving.

**Summer Party:** Barbara Burkhardt suggested that the chapter hold a mid-summer party. Ed Barrios moved and Dave Brandes seconded that "The Cradle of Texas Chapter hold a social gathering on July 13, 2012." The motion passed unanimously. **Mary Holler will check on possible venues and costs,** including the Bar X Ranch and the Brazos Bell boat tour of the Brazos River.

**Policies and Procedures Handbook (P&P):** Several board members thought that our P&P is ambiguous on defining criteria to be able to vote on chapter issues. Jerry Eppner moved that the P&P be amended to require that dues are paid as a condition of voting, subject to approval by the general membership. The motion was seconded by Dave Brandes and passed with no objections. Dave Brandes was charged with drafting wording consistent with our P&P format and to circulate this draft to the board for approval or modification before next week's general meeting. At that meeting, the motion will be presented to the membership for approval.

**The Brazoria County Parks Department (BCPD)** has requested a letter from the COT to support a BCPD application for a Texas Recreational Trails Grant from the Texas Parks and Wildlife Department. No funds are being asked from COT. The board agreed that **Barbara Burkhardt should provide this letter of support.**

**Review of Action Items:** The action items highlighted above were reviewed.

Barbara Burkhardt adjourned the meeting at 4:09 pm.

Marty Cornell

Secretary, Texas Master Naturalist Cradle of Texas Chapter

## CRADLE OF TEXAS 2011 INCOME AND EXPENSE BUDGET

INTERN CLASS REVENUE/EXPENSES	2010 Actual	2011 Budget	2011 Actual
<b>Revenue</b>			
Class fee	450.00	750.00	500.00
Intern manual payment	270.00	450.00	240.00
<b>Expenses</b>			
Intern Manual purchases	608.82	700.00	0.00
Social expenses, name tags, postage, shirts	462.56	500.00	231.90
Ad for TMN Training	0.00	300.00	325.50
<b>Net Gain (Loss)</b>			<b>\$182.60</b>

NON-CLASS REVENUE/EXPENSES	2010 Actual	2011 Budget	2011 Actual
<b>Revenue</b>			
2011 dues paid in 2011	0.00	100.00	210.00
2012 dues paid in 2011	0.00	400.00	445.00
Interest Income	32.50	35.00	15.72
Matagorda Trip payments	0.00	0.00	1,000.00
10th Anniversary Lunch and T-shirts	0.00	0.00	1,958.00
Misc. Income	50.00	0.00	176.00
<b>Total income</b>			<b>3804.72</b>
<b>Expenses</b>			
Administrative Expenses	89.93	100.00	827.25
Drinks and supplies for social events	225.13	200.00	41.28
Matagorda trip	0.00	0.00	980.00
10th Anniversary Lunch and T-shirts	0.00	0.00	2,361.18
Officer badges	42.00	42.00	23.80
TMN Meeting Registration	0.00	90.00	81.20
Misc. Expenses	92.00	100.00	\$393.19
<b>Total Expenses</b>			<b>4707.90</b>
<b>Chapter Profit / (Loss)</b>			<b>(720.58)</b>
<b>Carry over from 2010</b>			<b>5757.12</b>
<b>TMN-COT Account Balance</b>			<b>5036.54</b>