



RADLE OF TEXAS CHAPTER
AGRI LIFE EXTENSION BLDG.
21017 CR 171, Angleton, TX 77515-8903
<http://tmn-cot.org>

TMN-COT BOARD MEETING
Wednesday July 3, 2013
AgriLIFE® Conference Room, Angleton, Texas

Attendees: Ed Barrios, Barbara Burkhardt, Marty Cornell, Jerry Eppner, Mary Helen Israel, Jerry Krampota, Ruby Lewis, John Marshall, Neal McLain, Roy Morgan, Tom Morris, Mike Mullins, Peggy Romfh, and Pete Romfh.

President Mike Mullins called the meeting to order at 10:01 am.

Ed Barrios moved and Jerry Eppner seconded the **motion to approve the minutes of the June, 2013 board meeting**, as amended with email input. This motion **passed** with no dissent.

Secretary Marty Cornell reviewed the action items pending from the June board meeting:

- The submission to the general membership by Mike Mullins of the proposed change, to specify the timing of the appointment of a financial audit committee, in the chapter's Policy and Procedures Guidelines (P&P) remains on hold pending the accumulation of other proposed P&P changes.
- It was decided to forgo contract printing of card rack brochures, opting instead to use tri-fold brochures printed at the AgriLIFE office.
- Ed Barrios intends, by the August board meeting, to amend the P&P appendices to insert the Texas Parks and Wildlife Department (TPWD) volunteer insurance coverage.
- Ed Barrios intends, by the August board meeting, to change the P&P section on voting privileges of board members to be consistent with the state TMN Bylaws Template, Article VI, item 6.
- Before the August 7th board meeting, Ed Barrios will provide the board members with a summary of pending and proposed changes to the COT P&P, listing separately those changes that do and do not require approval by the general membership.
- At the August 7th board meeting, Ed Johnson will submit a budget for the 2014 intern training classes.
- At the June 12th general meeting, Ed Johnson held a silent auction of excess TMN shirts. The results were not reported.
- Barbara Burkhardt recruited Roy Morgan to be the new training chair, with help from assistants Kirby Rapstein, Howard Allen, and Barbara Burkhardt. It was mentioned that Barbara wrote proposed job descriptions for the training chair and for assistant training chairs, and that these job descriptions could be added to the P&P. These documents were not available at this board meeting.



- At the August 7th board meeting, the ad hoc committee of Jerry Eppner, Ed Johnson, Tom Morris, Pete Romfh, and Dick Schaffhausen will present a proposed protocol for “Members-in-Training” to accrue VT and AT.
- Pete Romfh considered the U.S. Fish and Wildlife Service Image Release document in his draft of the COT photo publication policy, which will be presented to the board at the August 7th meeting.

John Marshall articulated the following financial activity over the past month; income consisted of the sale of one TMN-COT shirt for \$30.00 and \$.93 interest.

CRADLE OF TEXAS TREASURES REPORT June, 2013

	Current Month	Year to Date
Beginning Balance	4,536.02	5,098.07
Revenue		
Training Fees Paid in 2013		400.00
2013 Dues		737.00
Miscellaneous Income	30.93	Shirt sale 16.95
Total Revenue	30.93	1,153.95
Expenses		
Training Expenses 2013		348.57
Administrative		128.05
Miscellaneous		1,038.94
Extraordinary - Board approved		200.44
Total Expenses	0.00	1,716.00
Net Income Gain, (Loss)	30.93	(562.05)
Ending Balance	4,566.95	4,536.02

Membership Chair Jerry Eppner reported that year-to-date 37 members have submitted 4504 hours of volunteer time. Jerry also noted that all of the spring intern class members have now certified.

Pre-membership VT & AT

Tom Morris led a discussion of proposed P&P changes that will define the protocol of “members-in-training” to accrue volunteer and advanced training time. Changes were suggested by the board for consideration by the ad hoc committee charged with drafting this protocol. After concurrence by the committee, Tom Morris will email the draft document to board members for consideration at the August 7th board meeting. Mike



Mullins will then send the approved pre-membership VT and AT policy to the membership along with a description of the intent of this exercise.

Program Chair Peggy Romfh reminded the board that the AT topics for the next two general meeting will be:

- ✓ July 10th; Brittney Zepeda of Sea Center Texas will cover mollusks and lead the members in squid dissection.
- ✓ August 14th; Tasha Metz of TAMU-Galveston will discuss sea turtles.

Facebook Editor. Mike Mullins announced that Dick Schaffhausen has agreed to assume the role of editor of the chapter's Facebook page, replacing Angelika Fuller, who is moving out of Brazoria County.

New Member Board Position. With Roger Allen's withdrawal as a participant on the COT board, new member Chris Kneupper will be invited by Mike Mulling to serve.

Outreach chair Ruby Lewis reported on the six activities highlighted in green in the following table. For the first half of 2013, COT members have served 19,606 people. Ruby was quite pleased with the increase in attendance at the Science day at the Lake Jackson Historical Society, 359 people this year, up from 50 attendees last year. Ed Barrios will provide the number of COT volunteers and their volunteer hours for the Camp Mohawk summer camp.

Texas Master Naturalist Cradle of Texas Chapter Outreach Report

Outreach Chairman: Ruby Lewis			Reporting Period: 2013					
			Volunteers			Attendance		
Date	Event	Organization Location	# COT Volunteer	Volunteer hours	Youth	Adult	Total	
20-Feb-13	Freeport Headstart	Freeport	1	5.00	75	10	85	
23-Feb-13	Nature Day	Sea Center Texas	9	38.25	364	449	813	
2-Mar-13	Heritage Day	Brazoria	7	30.50	236	118	354	
12-Mar-13	Heritage Day	Varner-Hog Plantation	3	7.50	15	10	25	
25-Mar-13	Nature Night at the Library	Angleton Library	2	4.00	20	22	42	



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20-21 Apr-13	Migration Celebration		San Bernard National Wildlife Refuge	56	Per Eppner	613	920	1,533
Feb-Apr 2013	Birds-of-Prey presentations & falconry demonstrations		24 schools in southern Brazoria County, 4 civic shows including 2 at Anahuac NWR	1	per Huxford	12,895	679	13,574
3-May-13	Agriculture awareness for Angleton ISD 4th graders, teaching water importance		AgriLIFE Extension booth at Brazoria County Fairgrounds	2	23.00	460	25	485
5/13/2013	Nature Night at the Library		Angleton Library	1	2.00	28	16	44
6/8/2013	Museum Day Camp		Brazoria County Historical Museum	5	15.00	42	20	62
6/10-14/13	GCBO- bird camp		GCBO	5	76.50	12	21	33
6/17-20/13	Camp Mohawk Day Camp		Camp Mohawk			32	2	34
6/22/2013	Science Day		Lake Jackson Historical Museum	7	24.50	240	119	359
June	Reptile Programming		19 programs at 12 Brazoria County Libraries	14	262.00	1413	750	2163
								0
Totals				113	488.25	16,445	3,161	19,606



Details of the June Summer Program on “Reptiles with Ruby” at libraries in Brazoria County are shown below. Ruby expressed special pleasure of the standing-room-only turnout of 262 people at the Lake Jackson library; she attributed this to be due to a new children’s activity director who promoted the event.

Library	# Programs	Youth	Adult	Total
Lake Jackson	1	159	102	261
Freeport	1	40	22	62
Sweeny	1	99	43	142
Alvin	2	200	77	277
Old Pearland	2	207	97	304
Manville	2	126	67	193
West Columbia	1	59	28	87
Angleton	2	160	99	259
Clute	2	127	72	199
Brazoria	2	85	57	142
Danbury	1	64	36	100
Pearland west	2	88	49	137
Totals	19	1,413	750	2,163

One July program, which features the sea and shore, has already occurred at the Brazoria library with 65 attending.

Pete Romfh has refreshed the **volunteer activity page** on the COT website, removing entries that are no longer valid. Pete is developing a list of newer activities which he will forward to Neal McLain to be added to the webpage list.



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A revised version of the **Photo Publication Policy** draft was presented to the board by Pete Romfh. It was decided to clarify in this document that it must be a parent or responsible adult who is able to give written permission for publishing photographs of minors. Pete was also asked to check with TMN state to see if a photo release form exists, and if not, to develop a photo release form that will be part of the Photo Publication Policy as well as inclusion in the forms section P&P addendum section. Upon adoption by the board, Mike Mullins will send a copy of the COT Photo Publication Policy to Michelle Haggerty of TMN-state. This policy will be part of the P&P guidelines.

Miscellaneous:

- Peggy Romfh noted that the state TMN organization is calling for chapters to present volunteer service projects at the state TMN convention in the fall. The ensuing discussion noted that the development of our photo gallery site could be a topic of interest. The decision to pursue this idea was deferred to Peggy, should she decide to attend the state meeting.
- Via email, Barbara Burkhardt asked the board to consider moving our training classes to the fall. It was decided that this fall was too soon to recruit and organize a class.
- Ed Barrios is to draft a Records Retention guideline, based on the outcome of the records retention committee meetings, for approval by the COT board.
- Mike Mullins will present the TPWD Volunteer Insurance Coverage document to the general membership at the July 10th general membership meeting.

The meeting was adjourned at 11:55

Submitted by

Marty Cornell

Secretary

Texas Master Naturalists, Cradle of Texas Chapter