



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

TMN-COT BOARD MEETING
Wednesday February 5, 2014 10 am-12 noon
AgriLIFE® Extension Building
Angleton, Texas

President Mike Mullins called the meeting to order at 10:05am.

Attending Elected Members of the Board: Ed Barrios (State Representative), Jerry Eppner (Membership Co-coordinator), Mike Mullins (President), Roy Morgan (Training Co-coordinator), Gerald Forrest (Treasurer).

Absent Elected Members of the Board: Becky McClendon (Secretary) and Peggy Romfh (Vice-president)

Quorum: 7/14 of the Elected Members of the Board were present; thus a quorum was reached.

Attending Advisors and Appointed Members of the Board: Barbara Burkhardt (Past President), Chris Kneupper (Representative of the 2013 Intern Class), Jerry Krampota (Chapter Host), Ruby Lewis (Outreach Chair), Connie Stolte (Chapter Advisor, Texas Parks and Wildlife Dept.), John O'Connell, (Chapter Advisor, AgriLIFE® Extension Agent), and Dick Schaffhausen (Representative of the 2013 Intern Class).

Absent Advisors and Appointed Members of the Board: Andy Smith (Chapter Calendar), Mary Holler (LEEP Coordinator), Tom Morris (Advanced Training Manager) and Pete Romfh, (Volunteer Service Manager)

Non-Board Visitors: Denis Mudderman

Minutes:

Secretary pro-tem, Barbara Burkhardt presented the draft of the minutes from the January general meeting, as revised by email comments. Jerry Eppner moved, Dick Schaffhausen seconded, to accept the minutes as revised. The motion passed by a unanimous voice vote.

Barbara presented the draft of the minutes from the January Board Meeting, as revised by email comments. Jerry Eppner motioned to approve the minutes of the January Board Meeting as so revised. This motion was seconded by Ed Barrios. The motion passed by a unanimous voice vote.

Action Items were presented by Mike Mullins for a review, as shown below, updated to reflect the current status of outstanding items. New action items are included on this table.



Cradle of Texas Board Action Register January 2014

Action Item	Who?	Due Date?	Complete/P ending	Comments
Draft a Records Retention Guideline for our P&P	Ed Barrios	7-Aug-13	Pending	2/5/2014 : Ed to add to appendix
Create 5000 hour and emeritus plaque(s) to hang in AgriLIFE building.	TBD	TBD	Done	1/08 need 3 plaques See Attached Discussion
Modify P&P for background check to allow for use of other agencies for background checks	Ed Barrios	6-Nov-13	Pending	Requirements of different organizations will be added to the P&PH appendix.
Create a link on the chapter Facebook page to the COT photo gallery	Dick Schaffhausen	TBD	Pending	Technical restrictions prevent this from being done.
Develop a list of potential projects that might qualify for "Horny Lizard" grants.	Ed Barrios and Peggy Romfh	TBD	Pending	Grant written/needs addition of building. Will then be submitted to TPW.
Develop a list of COT projects to be used for scheduling five-minute reports at COT General Meetings	Mike Mullins and Pete Romfh	TBD	On-going project.	Mike and Pete to meet Phil Huxford will present LEEP update at 2/12/14 meeting.
Amend the COT Bylaws to add the new 4,000 hour VT recognition level and the new protocol for instituting the President's Call to Service award.	Ed Barrios	TBD	Pending	
Amend appendix to reflect new dues schedule	Ed Barrios	TBD	Pending	One item still to be deleted. \$10.00 reference
Discuss with Connie Stolte the possibility of Sea Center Texas paying for these plaques.	Mike Mullins	TBD	Done	Connie will pay for plaques. See Attached discussion.
Apply to TP&WD for a grant to support HWEE	Ed Barrios and Peggy Romfh	TBD	Done	Grant written/needs to be submitted.



Get approval of Jennifer Sanchez to install purple martin houses at SBNWR	Mike Mullins Dick Schaffhausen	31-Jan-14	Done	USFWS said NO. Purple martin houses to be installed at Sea Center TX.
Amend chapter roster, send to board, then resend to members	Jerry Eppner	TBD	Done	
Post approved Webinar list on website	Neal McLain	TBD	Done	Tom M. to get AT approved Webinar list to Neal
P&P	Ed Barrios	TBD	Pending	
Figure out how to track Webinar AT hours	Neal McLain	TBD	Done	
Modify new form for Outreach Data to include 3 more columns.	Barbara Burkhardt	TBD	Done	
Check P&PH for limitations on intern class sizes	Mike Mullins	3/5/14		

Treasurer's Report:

Treasurer Gerald Forrest reported a balance of \$5,344.92 at the end of 2013. Deposits from 2014 dues payments and Intern Enrollment fees (\$2225.00), brought the balance as of February 5, 2014, to \$7,569.92 (plus interest).

DATE	Begin Balance	ENDING BALANCE
2/1/2014	\$5,344.92	\$7,569.92

Revenue Summary

Training fees and membership dues	\$2,225.00
Interest	

Notes: Dues for 2014 will be \$25 member, \$400 life membership
 Deadline for dues is March 31, 2014. Dues must be paid in order to vote.



Membership:

Membership Chair Jerry Eppner reported that the 2014 Time Accounting Spreadsheet is ready to download from the TMN-COT website.

The President's Call to Service Award, in recognition of 4000 volunteer hours, will be presented at the March meeting. Justina Dent, Sandy Henderson, Neal McLean and Ed Barrios will receive the awards.

The Members Distribution Roster has been amended and distributed to the membership.

Efforts to contact the state TMN office about the progress in creating a state wide time submission form, has been unsuccessful. Connie Stolte indicated that there is no further information on when this may become available for use.

Training:

There was no report from the Training Coordinator, Roy Morgan because the second class was in progress. There are 20 interns in the class, with one on the waiting list.

The subject of refunding the cost of the TMN State Handbook was brought up for discussion by President Mike Mullins. It was determined that an intern could be refunded the fee for the book if he wished to return it. This would apply only if the handbook was in excellent condition. The returned books would be kept for use at the next intern training class. This policy is covered in the P&PH.

Advanced Training:

There was no report.

Media: (TMN-COT Website, Facebook, Newsletter, Photo Gallery and Chapter Calendar)

There was no report from the chairman, Neal McLean who was assisting with the training class.

Facebook Site chairman, Dick Schaffhausen, requested that the membership submit photos and information about activities to post on the website. It generates more interest for people visiting the site to obtain information about TMN-COT.

John O'Connell suggested that we have "ambassadors" (certified members) attend the training sessions to document activities with photos. This could be a different member for each session. This would provide a means to collect photos of the training class for posting on TMN-COT's Facebook page. It would also provide a way for certified members to meet and mentor interns.



Dick is trying to get a connection established between the Brazoria County website and the TMN-COT Facebook page. This would provide another means for the public to gain information about the Master Naturalist organization.

There was no report on calendar or photo gallery updates.

Programs Update:

Vice-president, Peggy Romfh, was not present, but had sent questions which Mike Mullins presented.

1. Plan another extra AT day like we had in the fall? This would fall on a Saturday, which would allow for working folk to attend. The board agreed that this was an excellent idea and to begin planning for such a meeting.
2. Gifts for Speakers: TMN-COT members do not receive a gift for presenting a class or program. All other speakers should receive a gift.
 - a. The dragonfly card holders were purchased by Marty Cornell. Peggy should obtain information from Marty on where to purchase more of these items. There are only 6 left.
 - b. What other types of items would be appropriate for speaker gifts?
3. The March general meeting will be a joint session with the 2014 intern class. Mike Lange is the presenter. The topic is Trees/Forests with particular emphasis on the Columbia Bottomlands. The class will have a field trip to Hudson Woods in the afternoon.
4. April Meeting: Mushrooms by Teri MacArthur
5. May Meeting: Graduation with intern project presentations.
 - a. A lunch will be served.
 - b. Menu will be determined later, but Chris Kneupper' anduie gumbo sounded to all.
6. June Meeting: Ecological Theory by Bill Ostrand
7. The quiz for the February meeting will be presented by Denis Mudderman—topic: Astronomy. The March quiz will be on Hummers and Habitat Gardening by Barbara Burkhardt.

Outreach:

Dunes Day is January 25. No report on participation.

Ruby presented a program at the Cool Club in Lake Jackson. There were 32 children, 24 adults for a total of 56 in attendance.

Two of the three sessions scheduled for HWEPP had to be canceled due to weather. There were approximately 200 hours invested in the session that took place.

Friday, February 14th: Thomas Adams requested help in moving little blue stem grass plants from a site near the USFW headquarters to Eagle Nest Lake Site. Meet at the headquarters building at 8:00 a.m. Please bring necessary equipment. Friends of the Refuges will provide water for the outing. Notify Mike Mullins if you can participate.



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Saturday, February 22: Nature Day at Sea Center from 10am to 4pm. Sign-up sheet will be passed around at February General Meeting.

February 24th: Nature Night at the Library, Dana Simone, Gulf Coast Wildlife Rescue Ruby is in need of volunteers to be presenters at other monthly Nature Nights. Please contact her if you have a program or suggestion.

March 1: Brazoria Heritage Day, 10:00 to 4:00 We will exhibit the reptiles and work in conjunction with Friends of the Brazoria Refuges.

Migration Celebration: April 4th, Kick-off dinner and silent auction
April 12-13: San Bernard NWR

May 17th: Brazoria County Hunting and Fishing Expo: Data to be furnished at later date.

Barbara Burkhardt has designed a new form for submitting Outreach data. This form will be found on the TMN-COT website after February 15th.

Please Note: The board meetings on Wednesdays, April 2nd and October 1st, will be held at Sea Center Texas, Lake Jackson, Texas, 10:00 to 12:00 a.m.

Mid-Coast Refuges' Junior Naturalist Program: <http://juniornaturalist.net/>

The Refuge Junior Naturalist Program was established in 2011 for the purpose of educating youth about the advantages of careers in the conservation fields. The program is headed by USFW Outdoor Recreation Planner, Tom Schneider, with assistance from USFWS volunteer, TMN-COT member, Denis Mudderman. The program runs from June to December and is for 10 to 12 year olds. A reference from a teacher is required to enter the program. USFW would like to extend the program to year round and extend it to more than a single year's experience.

Over the last few years, the cut-backs in personal levels at USFW, have resulted in less time for the USFW personnel to participate in the program. Denis proposed that TMN-COT become more involved and offer greater assistance to the program. This would allow for the expansion that USFW envisions.

TMN-COT has offered to participate in the past, but was turned down. Ed Barrios suggested that Denis consult with Tom and refuge manager Jennifer Sanchez and come back with a concrete proposal of exactly what USFW would like the TMN-COT to contribute.

It was the consensus of the board that we would be happy to be involved with the program. However, we need more than a general request for help before the chapter commits.

Chapter Host Jerry Krampota proposed a different set-up of the conference room for the February general meeting. We normally have 50 to 60 members at a meeting. With the large number of interns, the normal set-up will not accommodate the expected crowd. The tables will be arranged perpendicular to the stage so that attendees can be seated on both sides.



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Members have signed up to provide refreshments through June. Jerry will pass the sign-up sheet again at future meetings.

Mike Mullins proposed that there is an inconsistency in the titles for different officers. Ed Barrios clarified that this discrepancy was caused when the Membership and Training chairmen became elected members to the executive board. To distinguish the elected committee chair person for an appointed chairperson, the title was changed for chairman to director. However, this title varies from the P&PH, to the website and other published literature.

It was requested that all sites, where the organization officers are listed, carry the same title. The board determined that the title should be "coordinator".

Barbara reviewed the newly assigned action items. See Table.

Mike Mullins worked on the time frame for the February General Meeting. This will be kept as brief as possible because of the speaker, Andy Sansom.

Mike Mullins adjourned the meeting at 12:05 pm.

Submitted by Barbara Burkhardt
Secretary Pro-tem, Texas Master Naturalist, Cradle of Texas Chapter



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Date	2-Jan	5-Feb												Attendance
Board Members														
Barrios, Ed	1	1												2
Burkhardt, Barbara	1	1												2
McClendon, Becky	1													1
Eppner, Jerry	1	1												2
Morgan, Roy	1													1
Forrest, Gerald	1	1												2
Mullins, Mike	1	1												2
Romfh, Peggy	1													1
Quorum	Y	Y	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
Sponsors														
O'Connell, John	0	1												1
Stolte, Connie	1	1												2
Committee Chairs														
Romfh, Pete	1													0
Krampota, Jerry	1	1												1
Lewis, Ruby	1	1												1
McLain, Neal	1	1												1
Morris, Tom	1	1												1
Smith, Andy														0
Intern Representatives														
Kneupper, Chris	1	1												1
Schaffhausen, Dick	1	1												1
														0
														0
														0
														0