



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

**President Mike Mullins** called the meeting to order at 10:00am.

**Attending Elected Members of the Board:** Ed Barrios (State Representative), Jerry Eppner (Membership Co-coordinator), Mike Mullins (President), Gerald Forrest (Treasurer), Becky McClendon (Secretary) and Peggy Romfh (Vice-president).

**Absent Elected Members of the Board:** Roy Morgan (Training Co-coordinator).

**Attending Advisors and Appointed Members of the Board:** Barbara Burkhardt (Past President), Chris Kneupper (Representative of the 2013 Intern Class), Jerry Krampota (Chapter Host), John O'Connell, (Chapter Advisor, AgriLIFE® Extension Agent), Dick Schaffhausen (Representative of the 2013 Intern Class), Neal McLain (Webmaster), and Pete Romfh (Volunteer Service Manager).

**Absent Advisors and Appointed Members of the Board:** Mary Holler (LEEP Coordinator), Tom Morris (Advanced Training Manager), Ruby Lewis (Outreach Chair), and Connie Stolte (Chapter Advisor, Texas Parks and Wildlife Dept.).

**Quorum:** 10/14 of the Elected and Committee Chair Members were present; thus a quorum was reached.

**Minutes:**

**Secretary Becky McClendon** presented the draft of the minutes from the February Board meeting, as revised by email comments. Pete Romfh moved to accept the minutes as revised. Gerald Forrest seconded the motion. The motion passed by a unanimous voice vote.

Becky presented the draft of the minutes from the February General Meeting, as revised by email comments. Peggy Romfh motioned to approve the minutes as so revised. This motion was seconded by Ed Barrios. The motion passed by a unanimous voice vote.

**Action Items:**

**President Mike Mullins** moved the discussion of most of the action items to the end of the meeting. Two items were discussed.

- Discussion of Pocket Prairies as recordable events to report to the state in our yearly report.
- Update on plaques – The headers on the 5000 VT hours plaque, the Emeritus plaque, and 4000 VT hours plaque will be TMN-COT logo. Connie Stolte will order them.



- Discussion about the President's Call to Service logo to be used on plaque instead of TMN-COT logo yielded a motion by Neal McLain to use the PCTS logo on the plaque. Ed Barrios seconded the motion. The motion passed by voice vote.
- Jerry Eppner volunteered to try to find a printed logo clear enough and large enough to be used on the plaque. This became a new Action Item.

### **Treasurer's Report:**

**Treasurer Gerald Forrest's** report is from February 1 – February 28, 2014. The beginning balance was \$7,521.27. The ending balance was \$8,111.59.

#### Revenue Summary included:

Donation (anonymous to cover speaker cost)	440.00
Training Fees and Membership Dues	875.00
Interest	1.48

Total Revenues for February were \$1,316.48.

#### Expense Summary included:

Speaker Fees	439.90
Intern Supplies	246.26
Background Checks	40.00

Total Expenses for February were \$726.16.

Gerald questioned when to make the yearly budget proposal. Discussion yielded no definitive dates.

### **Membership:**

**Membership Chair Jerry Eppner** reported that to date 11 members had completed their 2014 timesheets.

The President's Call to Service Award, in recognition of 4000 volunteer hours, will be presented at the March General Meeting to 4 members: Justina Dent, Sandy Henderson, Neal McLain and Ed Barrios. It was decided that a cake would be provided as part of the recognition.

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

### **Training:**

**President Mike Mullins reported for Roy Morgan, Training Co-coordinator**, in Roy's absence. Mike asked Chris Kneupper to assist with the intern training class on March 12, 2014 after the general meeting. Chris agreed to help with the Columbia Bottomlands training.

### **Advanced Training:**



There was no report. Tom Morris was absent. Reminder of Riparian Woods Workshop was made by Mike Mullins.

**Past President, Barbara Burkhardt**, asked if written explanations of awards were needed to accompany the plaques. She presented some she had made for the display as place-holders until the plaques arrive. Discussion ensued. No motions or decisions were made.

Barbara also asked about the May graduation meal entrée. She proposed an alternative to gumbo – pasta salad. A gumbo cook-off was preferred. Barbara offered to work up slides for the general meeting.

**State Representative, Ed Barrios**, reviewed the PP&H revisions with the Board.

- Request was made to revise the Treasurer's job with regards to the yearly budget to be worded as follows: The budget would be presented by the end of the 4<sup>th</sup> quarter to be approved by the board.
- YPS wording to be changed on website
- Records Retention Guidelines – discussion about saving information. Decision was made that the person responsible for the records shall be responsible for archiving records on appropriate media.

**Webmaster, Neal McLain**, reviewed the partners list and discrepancies were discussed. Agreed changes to title and lists on TMN-COT Website, PPH, and Timesheet were made.

**Vice President, Peggy Romfh**, recommended that we have two topics for AT hours during our September extra AT day. Gifts for speakers were discussed briefly. Peggy reported she is still looking for a speaker for the April meeting.

**Outreach:** No items were discussed. Ruby Lewis, Outreach Chair, was absent.

**Chapter Host, Jerry Krampota**, asked about the table arrangements with the new, slender tables. It was decided to leave the tables facing the front. Jerry will provide the cake for the March General Meeting.

**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.

<b>Cradle of Texas Board Action Register March 2014</b>				
<b>Action Item</b>	<b>Who?</b>	<b>Due Date?</b>	<b>Complete/P ending</b>	<b>Comments</b>
Draft a Records Retention Guideline for our P&P	Ed Barrios	7-Aug-13	Pending	2/5/2014 : Ed to add to appendix 3/5/2014: see discussion



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Create 5000 hour and emeritus plaque(s) to hang in AgriLIFE building.	TBD	TBD	Done	Connie Stolte to order plaques
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 TPWD for a grant to support HWEEP	Ed Barrios and Peggy Romfh	TBD	Done	Grant written/needs to be submitted.
PPH revise treasurer's job with yearly budget	Ed Barrios	TBD	Pending	See discussion
Contact Susan Conaty about Nash Prairie Preserve	Mike Mullins	TBD	Pending	
President's Call to Service Award Logo for plaque	Jerry Eppner	TBD	Pending	

Mike Mullins adjourned the meeting at 12:03 pm.

Submitted by Becky McClendon,  
 Secretary, Texas Master Naturalist, Cradle of Texas Chapter



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Date	2-Jan	5-Feb	5-March											Attendance
<b>Board Members</b>														
Barrios, Ed	1	1	1											3
Burkhardt, Barbara	1	1	1											3
McClendon, Becky	1		1											2
Eppner, Jerry	1	1	1											3
Morgan, Roy	1													1
Forrest, Gerald	1	1	1											3
Mullins, Mike	1	1	1											3
Romfh, Peggy	1		1											2
Quorum	Y	Y	Y	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
<b>Sponsors</b>														
O'Connell, John	0	1	1											2
Stolte, Connie	1	1												2
<b>Committee Chairs</b>														
Romfh, Pete	1		1											2
Krampota, Jerry	1	1	1											3
Lewis, Ruby	1	1												2
McLain, Neal	1	1	1											3
Morris, Tom	1	1												2
														0
<b>Intern Representatives</b>														
Kneupper, Chris	1	1	1											3
Schaffhausen, Dick	1	1	1											3
														0
														0
														0
														0