



July 07, 2014 Final

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

TMN-COT BOARD MEETING
Wednesday, July 2, 2014, 10 a.m.-12:10 p.m.
AgriLife Extension Bldg.
Angleton, Texas

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

Attending Elected Members of the Board: Mike Mullins (President), Ed Barrios (State Representative), Jerry Eppner (Membership Coordinator), Gerald Forrest (Treasurer), Roy Morgan (Training Coordinator) and Peggy Romfh (Vice-president).

Absent Elected Members of the Board: Becky McClendon (Secretary)

Attending Advisors and Appointed Members of the Board: Barbara Burkhardt (Past President), Jerry Krampota (Chapter Host Coordinator), Neal McLain (Media Coordinator), Pete Romfh (Volunteer Service Coordinator), John O'Connell, (Chapter Advisor, AgriLife® Extension Agent), Joycelynn Grigson (2014 Training Class Representative), and Sherri Wilson (2014 Training Class Representative).

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

Guests: Chris Kneupper, Mary Carol Edwards

Quorum: 10/13 of the Elected and Committee Coordinator members were present; thus a quorum was reached.

Minutes:

Vice-President Peggy Romfh presented the following minutes for approval:

Meeting Minutes	Motion to Approve	Motion Seconded by	Vote
May Board	Barbara Burkhardt	Ed Barrios	Minutes approved by voice vote without further correction
May General	Pete Romfh	Barbara Burkhardt	Minutes approved by voice vote without further correction
June General	Gerald Forrest	Ed Barrios	Minutes approved by voice vote without further correction

Advisor Update:

John O'Connell, Chapter Advisor, distributed invitations to Board members to the 100 Year Centennial of the Extension Service. A celebration will be held on July 17 from 6:30 p.m. to 8:00 p.m. at the B.E.E.S. (Brazoria County Environmental Education Station), 585 CR 443 (Hospital Drive), Angleton. RSVP by July 11 is requested at 979-864-1558, 281-756-1558, or 979-388-1558.



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Treasurer's Report:

Gerald Forrest, Treasurer, presented the Treasurer's reports for May and June.

<u>DATE</u>	<u>BEGINNING BALANCE</u>	<u>ENDING BALANCE</u>
5/1/14 thru 5/31/14	\$7,024.04	\$6,586.57
Revenue Summary		
Dues payments		\$25.00
Interest		\$1.53
Shirt & Nametag Payments		\$386.50
		Total \$413.03
Expense summary		
EPD Inc for shirts		\$650.00
Roy Morgan for Nametags		\$200.50
		Total \$850.50

<u>DATE</u>	<u>BEGINNING BALANCE</u>	<u>ENDING BALANCE</u>
6/1/14 thru 6/30/14	\$6586.57	\$6,587.92
Revenue Summary		
Interest		\$1.53
		Total \$1.53
Expense summary		
No activity for June		\$0
		Total \$0

Pete Romfh made a motion to approve the Treasurer's reports. Barbara Burkhardt seconded the motion. The motion was approved by voice vote.

Membership:

Jerry Eppner, Training Coordinator, reported that the paperwork is in progress for the President's Call to Service Awards and 4000 hour pins for Barbara Burkhardt and Dave Brandes.

***Action Item: Mike Mullins will verify that both Dave and Barbara will be at the August meeting so that a joint celebration can be scheduled at that date. Mike will also let Jerry Krampota know so that a cake can be ordered.**

Jerry provided a list of members whose names will be engraved on one or more of the recognition plaques that will be placed in the lobby. Since the 4000 hour pin is new, he will review the records to determine when COT members actually achieved 4000 VT hours for those members awarded retroactively. The list includes:



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4000 Hour VT	5000 Hour VT	President's Call to Service Award	President's Call to Service Award	Members Emeriti
Phil Huxford 2013	Phil Huxford 2008	Phil Huxford 2008	Ed Barrios 2014	Gardener Campbell 2013
Jim Renfro 2013	Jim Renfro 2010	Mary Helen Israel 2009	David Brandes 2014	Oliver Osborn 2013
Neal McLain 2013	Marty Cornell 2013	Jim Renfro 2010	Barbara Burkhardt 2014	
Sandy Henderson 2013		Roy Morgan 013	Jerry Eppner 2014	
Justina Dent 2013		Tom Morris 2013	Sandy Henderson 2014	
Marty Cornell 2013		Marty Cornell 2013	Neal McLain 2014	
Ed Barrios 2013			Justina Dent 2014	
David Brandes 2014				
Barbara Burkhardt 2014				

*Action Item: Jerry Eppner will verify actual year 4000 hours of VT were achieved prior to engraving.

Jerry noted that there is still some confusion among members as to what the state TMN permits for VT. Volunteer tasks such as ticket sales, ushering, greeting, or working in a gift shop are not covered.

*Action Item: Jerry Eppner will send out a note to Chapter members reviewing the state requirements for volunteer activities that are not acceptable.

This information is specified for each partner on the VPALs section of the FORMS page on the TMN-COT website. <http://tmn-cot.org/Forms/index.html#VT>

Jerry noted that only half of members from the 2014 intern class have turned in timesheets. It is not known whether they need help in filling out the timesheets or whether they have not yet linked to volunteer activities.

*Action Item: Roy Morgan, Joycelynn Grigson, and Sherri Wilson will contact all members of the 2014 training class and find out whether they need help with timesheets and/or help in linking to appropriate volunteer activities.

Training:

Roy Morgan, Training Coordinator, reported that positive feedback was received about the 2014 training program. He noted that work needs to begin no later than October to recruit new members and to begin program planning. He has not accepted the Training Coordinator position for 2014.

*Action Item: Mike Mullins will schedule discussion of 2015 training at the September Board meeting, with a goal to determine how a team approach might be used to decrease the amount of work done by the appointed Training Coordinator.

Advanced Training: No report

Media:

Neal McLain, Media Coordinator, reported that the calendar updates in July will be done by Pete Romfh. Updates may be sent to the Calendar@tmn-cot.org email address. Neal noted that there is no Calendar Coordinator. Sherri Wilson volunteered to fill the Calendar Coordinator position. Neal will provide training to her on his return in August.



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Neal noted that the TMN-COT book collection catalog is still pending. When it is completed, he will list the catalog on the web site.

*Action Item: Mike Mullins will follow up with Barbara Bruyere to determine her timeline to complete the catalog. Barbara Burkhardt will assist if needed.

There was a discussion about increasing the visibility of TMN-COT by submitting news to area newspapers about Chris Kneupper's new column on entitled the *Tockonhono Naturalist* and also on news of members receiving the President's Call to Service award.

*Action Item: Chris will work with Dick Schaffhausen to submit articles about the *Tockonhono Naturalist* column and also the President's Call to Service recipients.

Program:

Peggy Romfh, Vice-President, reviewed the scheduled speakers for the coming meetings through September.

- July – Ken Johnson – Texas Crawdads
- August – Peter Woods – Aquatic Ecology/Pond Management
- September – Teri MacArthur - Mushrooms
- September – Advanced Training, Cathy Downs - Monarch Butterflies

Peggy requested input from the Board to purchase books instead of trinkets as a thank you for speakers. The Board agreed that books, particularly those about Brazoria County, would be appropriate. Two books under consideration are Enjoying Big Bend National Park by Gary Clark and Kathy Adams Clark and Exploring the Brazos River From Beginning to End by Jim Kimmel.

Outreach: No report

Upcoming events include the following:

- July 4th Weekend 2014 – Freeport Fishin' Fiesta

*Action Item: Mike Mullins will send out a note to members asking for volunteers for the July 5th. He will get calendar obligation updates from Ruby Lewis.

Volunteer Updates:

Pete Romfh, Volunteer Service Coordinator, reviewed three new VPALS:

- Challenger Seven Memorial Park Learning Center, Webster (Harris County)
- George Observatory, Houston Museum of Natural Science, Brazos Bend State Park (Fort Bend County)
- Houston Arboretum & Nature Center, Houston (Harris County)

*Action Item - Mike Mullins will send a courtesy note to TMN chapters in Harris County to let them know that TMN-COT has added these sites for volunteer hours.

Action Items:

Mike Mullins reviewed existing action items, as shown below and updated to reflect the current status of outstanding items. New action items are included on this table. All new items or updates are highlighted in yellow.



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Cradle of Texas Board Action Register July 2014

Action Item	Who?	Due Date?	Complete/Pending	Comments
Apply to TPWD for a grant to support San Bernard National Wildlife Refuge	Ed Barrios	TBD	Pending	Hold off until current monies have been spent.
Send out amended Bylaws for review	Ed Barrios	TBD	Done	
Review of 2014 budget	Gerald Forrest, Mike Mullins	Aug. 1, 2014	Pending	Review and send out current year budget as aid for board to determine needs for 2014.
Target budget for members	Jerry Krampota, Peggy Romfh, Ruby Lewis, Roy Morgan, Neal McLain	September 1, 2014	Pending	Note – training lunch should be included in training budget. If committee or function requires funds, board members should identify as part of budget planning process.
Junior Naturalist Program volunteer needs	Barbara Burkhardt	TBD	Pending	
Outreach Calendar Updates	Ed Barrios, Ruby Lewis, Barbara Burkhardt	June 1, 2014	Done	
Rewording of PPH to reflect travel reimbursement available to guest speakers.	Ed Barrios	TBD	Done	PPH updated to reflect travel reimbursement of average (IRS business rate + charity rate)
Obtain approval from COT membership for PPH update for travel reimbursement	Mike Mullins	Sept. 10, 2014		
VPALs for George Observatory and Houston Arboretum	Pete Romfh	July 2, 2014	Done	Note – amended to also include Challenger Seven Memorial Park Learning Center
Send courtesy note to Harris County Chapters about COT volunteer support for George	Mike Mullins	Sept. 10, 2014	Pending	



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Cradle of Texas Board Action Register July 2014

Action Item	Who?	Due Date?	Complete/P ending	Comments
Observatory, Challenger Learning Center, and Houston Arboretum				
Engrave names on plaques for display case and add information about President's Call to Service Award	Jerry Eppner, Mike Mullins, Barbara Burkhardt	Sept. 10, 2014	Pending	Note –Jerry will verify actual year 4000 hrs achieved for retroactive rewards
Verify that Dave Brandes and Barbara Burkhardt will be at Aug. meeting so that President's Call to Service Awards/4000 hour pins can be presented	Mike Mullins	Aug. 6, 2014	Pending	Note – if both will not be at Aug. meeting, schedule awards celebration for Sept. Notify Jerry Krampota of date.
Order cake for awards celebration event.	Jerry Krampota	Aug. 6, 2014	Pending	Note – Jerry will identify a designee if he is not available.
Notify members about state rules on volunteer activities that are not covered for VT.	Jerry Eppner	Aug. 6, 2014	Pending	Or just see the VPALs on the FORMS page of the website.
Contact interns from 2014 class to provide coaching on filling out timesheets and to verify that intern has linked up to desired volunteer activities	Roy Morgan, Joycelynn Grigson, Sherri Wilson	Aug. 6, 2014	Pending	
Schedule discussion of Training Coordinator and a team to coordinate training in 2015.	Mike Mullins	Sept. 10, 2014	Pending	
Follow up with Barbara Bruyere to determine timeline to complete the book collection catalog	Mike Mullins	Aug. 6, 2014	Pending	
Submit articles of interest to area newspapers such as the <i>Tockonhon Naturalist</i> column and the President's Call to Service Award recipients	Neal McLain, Dick Schaffhausen, Chris Kneupper	Sept. 10, 2014	Pending	



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Cradle of Texas Board Action Register July 2014

Action Item	Who?	Due Date?	Complete/P ending	Comments
Contact Mary Carol Edwards re. doing the COT program for the Oct. meeting	Peggy Romfh	Aug. 6, 2014	Pending	
Schedule Stormwater Wetlands Project Partnership for further discussion at Aug. Board meeting	Mike Mullins	Aug. 6, 2014	Pending	

Board Presentation:

Mary Carol Edwards, Texas Coastal Watershed Program gave a presentation to the Board about four active storm water wetlands projects:

- Exploration Green Park in Clear Lake City
- Pearland Nature Center at in Pearland at John Hargrove Environmental Complex, 4800 Magnolia Rd. (Brazoria County)
- Kost Pond Storm Water Detention Basin in Alvin at Kost Road at South St. (Brazoria County)
- Floating Wetlands at Clear Creek ISD Education Village

She is soliciting support from TMN-COT for plant and seed collection, plant propagation, wetlands and prairie planting, flora and fauna surveys (especially bird counts) and mentoring of volunteers and students.

The Board expressed support of these projects, especially those in Brazoria County, and will follow up with her to put a project partnership in place.

Her contact information is mcedwards@tamu.edu and phone number is 281-218-8100.

*Action Item: Peggy Romfh will contact Mary Carol Edward to see if she will present the program at the October TMN meeting. An agenda item for this project will be added to the Aug. Board meeting to further the discussion and to determine how we might best partner with them.

President Mike Mullins adjourned the meeting at 12:10 p.m.

Submitted by Peggy Romfh,
 Vice-President, Texas Master Naturalist, Cradle of Texas Chapter



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Date	Jan	Feb	Mar	Apr.	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Board Members													
Barrios, Ed	1	1	1	1	1	n/a	1						6
Burkhardt, Barbara	1	1	1	1	1	n/a	1						6
McClendon, Becky	1		1	1	1	n/a	0						4
Eppner, Jerry	1	1	1	1	1	n/a	1						6
Morgan, Roy	1					n/a	1						2
Forrest, Gerald	1	1	1	1	1	n/a	1						6
Mullins, Mike	1	1	1		1	n/a	1						5
Romfh, Peggy	1		1	1	1	n/a	1						5
Sponsors													
O'Connell, John	0	1	1			n/a	1						3
Stolte, Connie	1	1		1		n/a	0						3
Committee Coordinators													
Romfh, Pete	1		1	1	1	n/a	1						5
Krampota, Jerry	1	1	1	1	1	n/a	1						6
Lewis, Ruby	1	1		1		n/a	0						3
McLain, Neal	1	1	1		1	n/a	1						5
Morris, Tom	1	1				n/a	0						2
Quorum	Y	Y	Y	Y	Y	n/a	Y	NA	NA	NA	NA	NA	
Training Class Representatives													
Kneupper, Chris	1	1	1	1		n/a	1	n/a	n/a	n/a	n/a	n/a	5
Schaffhausen, Dick	1	1	1			n/a	0	n/a	n/a	n/a	n/a	n/a	3
Joycelynn Grigson	n/a	n/a	n/a	n/a	n/a	n/a	1						1
Sherri Wilson	n/a	n/a	n/a	n/a	n/a	n/a	1						1
													0