



TMN-COT BOARD MEETING
Wednesday, August 6, 2014, 10am – 12:40pm
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), Becky McClendon (Secretary) and Peggy Romfh (Vice-president).

Absent Elected Members of the Board: None

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), and Ruby Lewis (Outreach Coordinator).

Absent Advisors and Appointed Members of the Board: Connie Stolte (Chapter Advisor, Texas Parks and Wildlife Dept.) Mary Holler (LEEP Coordinator), John O'Connell, (Chapter Advisor, AgriLife® Extension Agent), Joycelynn Grigson (2014 Training Class Representative), and Sherri Wilson (2014 Training Class Representative) and Tom Morris (Advanced Training Coordinator).

Guests: Chris Kneupper

Quorum: 11/13 of the Elected and Committee Coordinator members were present; thus a quorum was reached.

Minutes:

Mike Mullins, President, presented the following minutes for approval:

Meeting Minutes	Motion to Approve	Motion Seconded by	Vote
July Board	Pete Romfh	Gerald Forrest	Minutes approved by voice vote with one correction to June general meeting minutes
July General	Peggy Romfh	Barbara Burkhardt	Minutes approved by voice vote without further correction

- Plaques are finished and in the display case. G&J Trophy did the engraving and has a copy of the fonts and sizes on file. There is also a copy taped to the back of the 4000 hour plaque.
- Jerry will order a cake for the 4000 hour recipients for the August General Meeting.
- Mike reviewed Action Items – some were amended on chart below, others were tabled for further discussion, and new items were added.



Treasurer's Report:

Gerald Forrest, Treasurer, presented the Treasurer's reports for July.

<u>DATE</u>	<u>BEGINNING BALANCE</u>	<u>ENDING BALANCE</u>
7/1/14 thru 7/31/14	\$6587.92	\$6,589.32
Revenue Summary		
Dues Payments		0
Interest		\$1.40
		Total \$1.40
Expense Summary		
No activity for July		0
		Total 0

Membership:

Jerry Eppner, Training Coordinator, reported that the President's Call to Service Awards and 4000 hour pins for Barbara Burkhardt and Dave Brandes are in and ready for presentation at the August General Meeting.

Name tags are not lying flat on plaques and heat from lighting is the problem. Jerry is going to look into changing out bulbs.

Jerry reported there is still some confusion about what constitutes volunteer hours specifically with partner GCWR (Gulf Coast Wildlife Rescue). After much discussion, two new Action Items were produced.

***Action Item – Pete will amend the GCWR VPAL to read that 3 hours or time spent per shift on the Hotline can be counted as Volunteer Time (VT). Pete will also check with Sandy Henderson about renewing the current VPAL with GCWR.**

***Action Item – Ed Barrios will ask Michelle Haggarty about episodic events such as Xtreme Hummingbird Xtravaganza and Migration Celebration, and serving on boards of partners for Volunteer Time (VT).**

Jerry will continue to modify a document outlining activities that constitute valid Volunteer Hours for members to use when turning in timesheets. This is part of an Action Item from last month.

Training:

Roy Morgan, Training Coordinator, has a list of 9 or 10 potential members to whom he will be sending letters.

Advanced Training: No report

Media:

Mike Mullins reported for Neal McLain. Mike reported that Sherri Wilson has volunteered to fill the Calendar Coordinator position. Neal will train Sherri on his return in August.

Mike Mullins checked with Barbara Bruyere and the cataloging of books for the library is progressing well.



Chris has been working with Dick Schaffhausen to increase visibility of TMN-COT activities and articles by members through area newspapers. Chris feels that some articles will need to be rewritten for public consumption.

Programs Update/Gallery:

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

- August – Peter Woods – Aquatic Ecology/Pond Management
- September – Teri MacArthur - Mushrooms
- September – Advanced Training, Cathy Downs - Monarch Butterflies
- October – Mary Carol Edwards, Stormwater Wetland Coordinator, Texas Coastal Watershed Program – Support for the Stormwater Wetland Program in Brazoria County at the Pearland Nature Center and Kost Pond in Alvin

Peggy shared a draft of TMN-COT support for a proposed project based on discussions with Mary Carol Edwards. The draft outlined volunteer efforts from our chapter including prairie seed collection and storage, wetland plant collection, propagation and planting, flora and fauna baseline and post-wetland measurements including water quality measurements. The two stormwater wetland sites are Kost Pond in Alvin and Pearland Nature Center.

Discussion ensued. Two baselines were determined necessary before construction starts:

- Bird survey of both sites – Jerry Eppner offered to help with bird surveys.
- Water quality testing of both sites – the testing has been done by Pete and Peggy Romfh.

Barbara Burkhardt proposed that we wait for further decisions until after Mary Carol Edwards addresses the members at the October General Meeting.

Ed Barrios suggested that we invite Jennifer Sanchez to bring speakers to our November General Meeting about Land Reclamation at 3 refuge sites – Cow Trap, Sargent, and West Bay. After hearing these speakers at another event, Marty Cornell and Ed were impressed with the projects and technology used.

Outreach:

Ruby Lewis, Outreach Coordinator, reported on our 48 activities in June and July outreach efforts. Numbers of volunteers and participants will be shared at the August General Meeting.

- June 17 Library Programs
 - GCBO Bird Camp
 - Girl Scouts with Dave Brandes
 - Camp Mohawk Nature Camp
 - Kid's Club
- July 15 Library Programs
 - Coastal Expo
 - Jones Creek Vacation Bible School
 - Kid's College
 - Science Day at the Lake Jackson Museum

Upcoming Events include:

- August 9 – Kids Day at Brazos Mall
- September 13 & 20 - Xtreme Hummingbird Xtravaganza
- October 18 – Kids Day on Buffalo Bayou



Volunteer Updates:

Pete Romfh, Volunteer Service Coordinator, reported earlier in the meeting.

PPH:

Ed Barrios, State Representative, reported that all PPH revisions were completed.

Host Report:

Jerry Krampota, Chapter Host Coordinator, reported the following:

- The Brazoria County Library System will bring breakfast for the TMN-COT September general meeting as a thank-you to the volunteers for all the summer presentations on Reptiles and Wild in the City.
- Members who volunteered to bring refreshments for the September General Meeting will be asked to bring them to the special AT day, September 17.
- The President's Call to Service Award cake will be provided for the August General Meeting.

Proposed Budget of Expenses for 2015:

Administrative Expenses	750.00	Background checks, postage, plaques, cards
Social Events	250.00	Intern lunch, drinks, paper goods
Guest Lecturers	700.00	1 speaker, fuel expenses, gifts, lunches
Web Charges	102.48	
Outreach	50.00	Summer programs supplies
Misc. Expenses	200.00	Board approved & misc. expenditures
Total Expenses	\$2,052.48	

Budget discussions included revenue from dues, intern training expenses which are offset by registration fees, and filing for 501(c)(3) Nonprofit status.

***Action Item – Ed Barrios will look into paperwork required to file for nonprofit status.**

Motion to accept the proposed budget was made by Ed Barrios and seconded by Barbara Burkhardt. The motion passed by unanimous voice vote.

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**.



Cradle of Texas Board Action Register July 2014				
Action Item	Who?	Due Date?	Complete/P ending	Comments
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	
Obtain approval from COT membership for PPH update for travel reimbursement	Mike Mullins	Sept. 10, 2014	Pending	
Send courtesy note to Harris County Chapters about COT volunteer support for George Observatory, Challenger Learning Center, and Houston Arboretum	Mike Mullins	Sept. 10, 2014	Pending	
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	
Notify members about state rules on volunteer activities that are not covered for VT.	Jerry Eppner	Aug. 6, 2014	Pending	
Contact interns from 2014 class to provide coaching	Roy Morgan, Joycelynn	Aug. 6, 2014	Pending	



Cradle of Texas Board Action Register July 2014

Action Item	Who?	Due Date?	Complete/P ending	Comments
on filling out timesheets and to verify that intern has linked up to desired volunteer activities	Grigson, Sherri Wilson			
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	On-going	Neal created a folder in drop box and posted articles there. Dick has access to the folder to use for publicity.
Pete Romfh will renew and update VPAL with GCWR.	Pete Romfh, Sandy Henderson		Pending	VPAL should read 3 hours or time spent per shift on Hotline for VT hours.
Ed Barrios will check with Michelle Haggarty concerning legitimate VT hours.	Ed Barrios		Pending	Episodic events and serving on boards of partners.
Ed Barrios will look into paperwork required to file for 501(c)(3) status.	Ed Barrios		Pending	

President Mike Mullins adjourned the meeting at 12:40 p.m.

Submitted by Becky McClendon, Secretary of TMN-COT



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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	1					7
Burkhardt, Barbara	1	1	1	1	1	n/a	1	1					7
McClendon, Becky	1		1	1	1	n/a		1					5
Eppner, Jerry	1	1	1	1	1	n/a	1	1					7
Morgan, Roy	1					n/a	1	1					3
Forrest, Gerald	1	1	1	1	1	n/a	1	1					7
Mullins, Mike	1	1	1		1	n/a	1	1					6
Romfh, Peggy	1		1	1	1	n/a	1	1					6
Sponsors													
O'Connell, John		1	1			n/a	1						3
Stolte, Connie	1	1		1		n/a							3
Committee Coordinators													
Romfh, Pete	1		1	1	1	n/a	1	1					6
Krampota, Jerry	1	1	1	1	1	n/a	1	1					7
Lewis, Ruby	1	1		1		n/a		1					4
McLain, Neal	1	1	1		1	n/a	1	1					6
Morris, Tom	1	1				n/a							2
Quorum	Y	Y	Y	Y	Y	n/a	Y	Y					
Training Class Representatives													
Kneupper, Chris	1	1	1	1		n/a	1	1					6
Schaffhausen, Dick	1	1	1			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