



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

**TMN-COT BOARD MEETING**  
**Wednesday, January 7, 2015 10:00 a.m. – 11:20 a.m.**  
**AgriLife Extension Building**  
**Angleton, Texas**

**President Dave Brandes** called the meeting to order at 10:00am.

**Attending Elected Members of the Board:** Dave Brandes (President), Ed Barrios (State Representative), Gerald Forrest (Treasurer), and Linda Sluis (Secretary).

**Absent Elected Members of the Board:** Mike Mullins (Past President), and Leo Novak (Vice President).

**Attending Advisors and Appointed Members of the Board:** Neal McLain (Publications Coordinator), John O’Connell (Chapter Advisor, AgriLife® Extension Agent), Ruby Lewis (Out-reach Coordinator), Connie Stolte (Chapter Adviser, Texas Parks and Wildlife Dept.), Joycelynn Grigson (2014 Training Class Representative), Breana Kitchen (2014 Training Class Representative), and Jerry Eppner (Membership Coordinator),

**Absent Advisors and Appointed Members of the Board:** Peggy Romfh (Advanced Training Coordinator), Pete Romfh (Volunteer Service Coordinator and Chapter Host), Dick Schaffhausen (Publicity Coordinator), and Roy Morgan (Training Coordinator).

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

Meeting Minutes	Motion to Approve	Motion Seconded by	Vote
December Board	Jerry Eppner	Ruby Lewis	Minutes approved by voice vote with date correction for Nature Day to February 28 <sup>th</sup> .
November General	Jerry Eppner	Ruby Lewis	Minutes approved by voice vote.

**Table of Action Items is included at the end of the minutes.**



**Proposed Board Appointments:**

The following appointments to the board were proposed by President, Dave Brandes:

Volunteer Service Coordinator	Pete Romfh
Advanced Training Coordinator	Peggy Romfh
Outreach Coordinator	Ruby Lewis
Chapter Host	Pete Romfh
Publications Coordinator	Neal McLain
Publicity Coordinator	Dick Schaffhausen
Continuing Intern Class of 2014	Joycelynn Grigson
Representatives to the Board of Directors (no appointment needed)	Breana Kitchen

Jerry Eppner moved to accept the proposed board appointments. Gerald Forrest seconded the motion. It was unanimously approved.

**Treasurer's Report:**

**Gerald Forrest, Treasurer**, presented the Treasurer's reports for December:

<b>Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>
12/01/ thru 12/31/2014	\$6,250.60	\$6,351.94
<b>Revenue Summary</b>		
2015 Intern Payment		\$100.00
Interest		\$1.34
	<b>Total Revenue</b>	<b>\$101.34</b>
<b>Expense Summary</b>		
None for this period		

**State Representative's Report:**

**Ed Barrios** reported on state rules for volunteer activities that are not covered for VT. The information he received from Michelle Haggerty was that each activity had to be evaluated case by case to determine if they are meeting the qualifications for volunteers. For example, fund raising activities' presentation time can be counted, but not preparation time. Discussion followed.

Jerry Eppner made a motion to allow people to claim volunteer hours for serving on partner boards and committees. The motion was seconded by Ed Barrios and unanimously passed.

Ed also announced that a chapter audit is required each year. Sandy Henderson and Jerry Eppner were recommended to complete the audit.



**Membership:**

**Jerry Eppner, Membership Coordinator**, reported that 94 time sheets totaling 16,395 AT hours have been received. This total is up 500 hours from last year. Today is the last day to turn in hours for 2014. Eighty-one members have certified or recertified this year. Sandy Henderson has reached 5,000 VT hours. Sherri Wilson has certified and Louis Golish has recertified.

**Training:**

**Dave Brandes** reported that it is expected that there will be at least 10 interns to make the 2015 class.

**Advanced Training:**

**Peggy Romfh, Advanced Training Coordinator**, was absent and there was nothing to report.

**Outreach:**

**Ruby Lewis, Outreach Coordinator**, reported that 301 visitors, mostly adults, attended the December Holiday Open House at the Brazoria Wildlife Refuge. Volunteers clocked 74.5 hours.

**Upcoming Events** include:

- February 28, 2015 – Nature Day at Sea Center Texas
- March 7, 2015 - Brazoria County Heritage Day at the Brazoria Civic Center
- DEEP – February 12 and March 27<sup>th</sup> - 29<sup>th</sup>. Volunteer signup sheets will be passed around at the January general meeting. She also noted that BISD requires background checks for volunteers.
- Nature Camp at Camp Mohawk dates are set for June 29 – July 2.

**Publications:**

**Neal McLain, Publications Coordinator**, reported that the January newsletter is now online. Pictures from Hog Wild as well as pictures from Rich Tillman's and Sandy Smith's retirement party have been added. There are a lot of unknown people need to be identified. Also, the media library location is still on hold.

**Advisors Report:**

**John O'Connell, Advisor** reported that annual background checks will be coming due in July. He gave a list from CHL to Jerry indicating that 103 members need to update background checks. This will be coordinated by Connie Stolte. Jerry will review the roster.

John also indicated he would like to reinstate a survey identifying demographics among Cradle of Texas members.

**Connie Stolte, Advisor** reminded the board they always need volunteers for Nature Day at the Sea Center Texas on February 28<sup>th</sup>.

**501(c)(3) Discussion:** Gerald Forrest watched the webinar, "Developing a Non-Profit Organization for Your TMN Chapter: Tips, 'Tricks', and How-To's" for filling out the forms. Ed Barrios indicated he will complete the forms mid-year.



**State Convention Report:**

**Ed Barrios, State Representative**, reported that the state is almost final with chapter updates of by-laws. The state requires chapters to split out Policies and Procedures from the chapter by-laws. Ed will make that revision once the final update is received.

**Action Items:**

**Dave Brandes** 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**.

**Canopy Discussion** – Friends of Brazoria Wildlife Refuges decided to purchase the canopy outright. The Action Item will be removed.

Action Item to notify members about state rules on volunteer activities will be removed.

<b>Cradle of Texas Board Action Register January, 2015</b>				
<b>Action Item</b>	<b>Who?</b>	<b>Due Date?</b>	<b>Complete/P ending</b>	<b>Comments</b>
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	Aug. 6, 2014	Completed	
Pete Romfh will renew and update VPAL with GCWR.	Pete Romfh, Sandy Henderson		Done	Awaiting another signed agreement.
Ed Barrios will get more information from Cullen Hanks and present findings to chapter	Ed Barrios	March 2015	Pending	Peggy contacted Cullen and iNaturalist is still in development stage. Will revisit later.
501(c)(3) Filing	Ed Barrios, Peggy Romfh, Mike Mullins, Gerald Forrest	Mid-year	Pending	Ed will complete.
VPAL and VPAR with Pearland Parks and Recreation	Pete Romfh		Pending	Contact in Pearland is Michelle Graham.



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<b>Action Item</b>	<b>Who?</b>	<b>Due Date?</b>	<b>Complete/P ending</b>	<b>Comments</b>
Developing a new Partnership with the Planetarium.	Tom Morris		Pending	Jerry Eppner to make contact to request a new partnership
Split the Policies and Procedures from the By-Laws	Ed Barrios	Mid-Year	Pending	Awaiting TMN By-Laws update from the state.
Chapter Audit	Ed Barrios		Pending	Sandy Henderson and Jerry Eppner were recommended to complete the audit.

**President Dave Brandes** adjourned the meeting at 11:20 a.m.

Submitted by Linda Sluis, Secretary of TMN-COT



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Date	Jan	Feb	Mar	Apr.	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Board Members</b>													
Barrios, Ed	1					n/a							
Brandes, Dave	1					n/a							
Forrest, Gerald	1					n/a							
Mullins, Mike	-					n/a							
Novak, Leo	-					n/a							
Sluis, Linda	1					n/a							
						n/a							
<b>Advisors</b>													
O'Connell, John	1					n/a							
Stolte, Connie	1					n/a							
<b>Committee Coordinators</b>													
Eppner, Jerry	1												
Lewis, Ruby	1					n/a							
McLain, Neal	1					n/a							
Morgan, Roy	-												
Romfh, Peggy	-					n/a							
Romfh, Pete	-					n/a							
Schaffhausen, Dick	-					n/a							
<b>Quorum</b>	Y					n/a							
<b>Training Class Representatives</b>													
Grigson, Joycelynn	1					n/a							
Kitchen, Brianna	1					n/a							
						n/a							
						n/a							