



**CRADLE OF TEXAS CHAPTER  
AGRI LIFE EXTENSION BLDG.**

21017 CR 171, Angleton, TX 77515-8903  
<http://tmn-cot.org>

**TMN-COT BOARD MEETING**

**Wednesday, September 2, 2015 10:00 a.m. – 12:10 p.m.  
AgriLife Extension Building  
Angleton, Texas**

**President Dave Brandes** called the meeting to order and presented the agenda at 10:00 a.m.

**Attending Elected Members of the Board:** Dave Brandes (President), Leo Novak, (Vice President), Mike Mullins (Past President), Ed Barrios (State Representative), Don Sabathier (Treasurer), and Linda Sluis (Secretary).

**Absent Elected Members of the Board:** None

**Attending Advisors and Appointed Members of the Board:** John O’Connell (Chapter Advisor, AgriLife Extension Agent), Connie Stolte (Chapter Advisor, Texas Parks and Wildlife Department), Jerry Eppner (Membership Coordinator), Neal McLain (Publications Coordinator), Roy Morgan (Training Coordinator), Peggy Romfh (Advanced Training Coordinator), and Pete Romfh (Volunteer Service Coordinator), and Jill Carroll (2015 Intern Representative).

**Absent Advisors and Appointed Members of the Board,** Pam West (Chapter Host), Dick Schaffausen (Publicity Coordinator), and Ruby Lewis (Out-reach Coordinator).

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

Meeting Minutes	Motion to Approve	Motion Seconded by	Vote
August Board	Roy Morgan	Jerry Eppner	Minutes approved by voice vote.
August General Meeting	Roy Morgan	Jerry Eppner	Minutes approved by voice vote.

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

**Action Register:** Dave

**Dues Reassessment:** Remains pending.

**Replacement for Training Coordinator:** Following discussion of the position, Jerry Eppner agreed to check the TMN-COT website to see if anyone has applied for the position.



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**Media Library Update:** Neal McLain reported that materials have been moved out of the media library, but there are no bookshelves yet.

**Reports:**

**Don Sabathier, Treasurer,** reported that he is in the process of reorganizing the financial records.

**Leo Novak, Vice President/Programs, Kenneth Nugent,** President of the Brazoria County Beekeeper Association will present the program, "Bees and Beekeeping" on September 9<sup>th</sup>. There will not be a nature quiz in September due to VMS training.

**Jerry Eppner, Membership Coordinator,** has received a few more timesheets in lieu of the deadline for implementing the new online Volunteer Management System. He also reported that Vicky Kirby and Mike Bettorf have recertified

**Ed Barrios, State Representative,** reported that Michelle Haggarty, State Coordinator for the Texas Master Naturalist program, requested our chapter to bring easels to the annual state meeting. She also requested volunteers from our chapter to run the contests. A poll will be taken at the next meeting to determine who will be attending and if they can run the contests.

**Roy Morgan, Training Coordinator,** reported that the schedule for the 2016 intern training is set. All rooms have been reserved and there are three open slots on the training schedule for the general meetings.

**Pete Romfh, Volunteer Service Coordinator,** reported that all VMS Federal Reporting Codes, TMN-COT Project/Opportunity Codes and times for upcoming events have been set up in the new VMS system. A handout of these codes was provided.

**Peggy Romfh, Advanced Training Coordinator,** is in the process of adding AT events to the calendar. She submitted the September-October Volunteer Schedule.

**Neal McLain, Publications Coordinator, announced:**

- The September issue of the newsletter went out on time
- The COT chapter owns a set of lights that can be placed on our trifold exhibit board to illuminate it during public events. The set includes two lighting instruments, an extension cord, and a carrying case. This item will be stored



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with the Media Library so that it can be checked out when needed. See photo at <http://tinyurl.com/trifoldlights>.

**Ed Barrios, Volunteer Management System Transition Committee**, announced that the “People Upload” has not been uploaded into the system. If it is not completed before the general meeting, the training will need to be rescheduled.

**Connie Stolte, Chapter Adviser**, announced that Jennifer Fielding will take over Master Naturalist duties at AgriLife. We will have to see Jennifer to get the new code for the copiers.

**Nominating Committee:** Dave announced that Ed Barrios, Jerry Eppner, Roy Morgan, Mike Mullins, and Pete Romfh have agreed to serve on the nominating committee. Officers should let Mike know if they are planning to continue in the current position.

**General Meeting Business Meeting Time:** Dave expressed a concern that the general business meeting time has substantially increased. He requested suggestions for shortening the length of time.

**Review of New Bylaws, Chapter Management Guidelines, and Policies and Procedures:** Ed discussed changes in the new state guidelines that will be reviewed for board approval at the next board meeting. He will prepare a proposal to the Chapter Advisors, to send to the state for final approval.

<b>Cradle of Texas Board Action Register July, 2015</b>				
<b>Action Item</b>	<b>Who?</b>	<b>Due Date?</b>	<b>Complete/ Pending</b>	<b>Comments</b>
501(c)(3) Filing	Ed Barrios, Peggy Romfh, Mike Mullins	Mid-year	Pending	Ed will complete.
Pearland VPAL	Pete Romfh		Pending	Contact in Pearland is Michelle Graham.
Developing a new partnership with the Planetarium Center for Arts and Sciences	Jerry Eppner		Pending	Jerry Eppner will request a new partnership and to determine if members may serve on their board.



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Split the Policies and Procedures from the By-laws	Ed Barrios	Mid-year	Pending	Changes to be presented at the next general meeting.
Volunteers to conduct contests at the annual state meeting	Ed Barrios	Pending	October	Request volunteers at October general meeting
VMS Update and Training	Jerry Eppner	Pending	Pending	Awaiting "People Upload" for training
Dues Reassessment	Dave Brandes	November	Pending	Will be presented at the general meeting
Replacement for Training Coordinator	Dave Brandes	August	Pending	Announce to general meeting

**President Dave Brandes** adjourned the meeting at 12:10 p.m.

Respectfully Submitted,  
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	1	n/a	n/a	1	1	-	1	1				
Brandes, Dave	1	1	n/a	n/a	1	1	1	1	1				
Forrest, Gerald	1	1	n/a	n/a	1	1	1						
Mullins, Mike	-	1	n/a	n/a	1	1	1	1	1				
Novak, Leo	-	1	n/a	n/a	1	1	1	1	1				
Sluis, Linda	1	1	n/a	n/a	1	1	1	1	1				
Don Sabathier									1				
<b>Advisors</b>													
O'Connell, John	1	1	n/a	n/a	-	-	-	1	1				
Stolte, Connie	1	-	n/a	n/a	1	1	-	1	1				
<b>Committee Coordinators</b>													
Eppner, Jerry	1	1			1	1	1	1	1				
Lewis, Ruby	1	1	n/a	n/a	1	1	-	-	-				
McLain, Neal	1	1	n/a	n/a	-	-	1	1	1				
Morgan, Roy	-	-			-	-	1	1	1				
Romfh, Peggy	-	1	n/a	n/a	-	-	1	-	1				
Romfh, Pete	-	1	n/a	n/a	-	-	1	-	1				
Schaffhausen, Dick	-	1	n/a	n/a	-	-	-	-	-				
West, Pam					1	1	1	-	-				
<b>Quorum</b>	Y	Y	n/a	n/a	Y	Y	Y	Y	Y				
<b>Training Class Representatives</b>													
Grigson, Joycelynn	1	1	n/a	n/a	n/a	n/a	n/a	n/a					
Kitchen, Brianna	1	-	n/a	n/a	n/a	n/a	n/a	n/a					
Sabathier, Don			n/a	n/a	1	1	1	1					
Brinkmeyer, Patty			n/a	n/a	-	-	-	1					
Carroll, Jill									1				