



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

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

**TMN-COT BOARD MEETING
Wednesday, July 6, 2016, 10:00 a.m. – 12:09 p.m.
AgriLife Extension Building
Angleton, Texas**

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

Attendance:

Elected Members of Board	Present	Appointed Members of Board	Present
Dave Brandes (President)	X	Jerry Eppner (Membership)	
Jill Carroll (Vice-President)	X	Neal McLain (Publications)	X
Jean Britt (Secretary)	X	Pete Romfh (Volunteer Service)	X
Don Sabathier (Treasurer)	X	Peggy Romfh (Advanced Training)	X
		Carolyn May-Monie (Training)	X
		Laurel Owen (Training)	
		Pam West (Chapter Host)	X
		Ruby Lewis (Outreach)	X
Board Advisors		Dick Schaffhausen (Publicity)	
John O'Connell (AgriLife Extension)		Kristine Rivers (Intern Representative)	X
Connie Stolte (TPWD)		Larry Ruhr (Intern Representative)	X
		Mike Mullins (Past-President)	X
Guests		Ed Barrios (State Representative)	
		Quorum	Yes

Minutes Approval:

Motion	Motion to Approve	Motion Seconded by	Vote
June Board Meeting	Pete Romfh	Don Sabathier	Minutes approved by voice vote.
June General Meeting	Pete Romfh	Don Sabathier	Minutes approved by voice vote.

Action Register Review was led by Dave Brandes [See Table of Action items at end of minutes.]

President: Dave Brandes reminded us to think about possible nominations to replace members leaving the board and to consider if you would be willing to fill a vacant position.

Past-President: Mike Mullins showed an example of the proposed gift, a tumbler, for current members and for future presenters. The tumbler will celebrate the chapter's 15 year anniversary this year on September 14, 2016. The color of the 16 ounce tumbler will be silver with a forest green logo and will include, on one side, the COT logo and the words "Since 2001." An initial order will be made for 216 tumblers.



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

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

Motion	Motion to Approve	Motion Seconded by	Vote
To order the tumbler.	Peggy Romfh	Don Sabathier	Decision approved by vote from Board members present.

Vice President: Jill Carroll reported the update on speakers for the chapter meetings:

- July 13 General Meeting: Amanda Anderson, of GCBO, discussing her research on plovers and other beach- nesting birds. Peggy and Pete Romfh will be the 'Nature Note' speakers.
- August 10 General Meeting: Darrin Griffith, assistant supervisor at Brazoria County Mosquito Control, discussing 'Brazoria County Mosquito Control Presents the Mosquito'.
- September 14 General Meeting: Deborah January-Bevers, President and CEO of Houston Wilderness, discussing the 10 area ecoregions and their Ecosystem Primer program.
- October 12 General Meeting: Ed Craven, President of Armand Bayou Nature Center, discussing his work with the Cornell Lab of Ornithology on the Ivory-billed woodpecker and other birds.

Jill also stated that she would be happy to continue to book speakers for next year.

Secretary: Jean Britt announced that she will no longer continue as Secretary for the 2017 year.

Treasurer's Report: Don Sabathier showed the Board a summary spreadsheet he had prepared with monthly revenue and expenses for June 2016 and presented the June Treasurer's report. Don projected more expenditures for August and September.

June COT Treasurer Report

Date: 1 June – 30 June 2016

<u>Beginning Balance</u>	\$ 9,643.83
Revenue Summary	\$ 92.00
Interest	\$ 1.98
Expense Summary	\$ 87.65
<u>Ending Balance</u>	\$ 9,650.16

Shirt Order: Barbara Burkhardt provided examples of polo shirts and sweat shirts. There was a discussion about group purchase of shirts by COT vs. individuals purchasing their own shirts from AgriLife Extension Bookstore and adding a "Cradle of Texas" logo from a local vendor. It was decided that bulk shirt orders may be done when the shirts are ordered for new intern classes, but otherwise it will be up to each member to order his/her own shirts from AgriLife. Barbara and Carolyn will follow up with local vendors on process and cost for getting the COT monogram added.



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

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

State Meeting Photo Contest setup and Staffing: Barbara Burkhardt stated that she would not be attending the annual state TMN meeting this year and requested help with the Photo Contest at the meeting. A discussion followed. It was decided that we would provide easels and display boards if transportation is available for the transport of said items. We will no longer participate in the administering of the photo contest.

Motion	Motion to Approve	Motion Seconded by	Vote
Move to provide easel set-up if transportation is available but not administer the annual state TMN photo contest.	Peggy Romfh	Mike Mullins	Decision approved by vote from Board members present.

Membership Report: In Jerry Eppner's absence, there was no report.

State Representative: In Ed Barrios' absence, there was no report.

Training Coordinator: Carolyn May-Monie reported that she ordered 22 training curriculum books. The training committee will meet in August to continue planning for next year's class. The books should arrive in August.

Volunteer Service Coordinator: Pete Romfh reported that Dick Schaffhausen and a group of other members are organizing the improvements at Camp Mohawk County Park. Volunteers are welcome. The Board approved the proposed VPAR for this project. Pete presented proposed updates to the Partner Agreement document.

Motion	Motion to Approve	Motion Seconded by	Vote
To approve updates to Partner Agreement document	Mike Mullins	Peggy Romfh	Decision approved by vote from Board members present.

Pete also reported on a STEM project on Tuesday, July 12 at Oyster Creek Municipal Park concerning 'Water Quality Monitoring'. Additional volunteers are welcome and should contact Pete.

Advanced Training Coordinator: Peggy Romfh stated that it would be good to explain the numerous AT opportunities available at the annual Texas Master Naturalist state meeting to be held October 21-23 at La Toretta Resort near Conroe. Dave Brandes will add the topic to the general meeting agenda in July.

Outreach Coordinator: Ruby Lewis announced that the library programs will continue next summer. Due to poor attendance, the involvement with the Coastal Expo will be discontinued



CRADLE OF TEXAS CHAPTER
AGRILIFE EXTENSION BLDG.

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

next year. She also asked Mike Mullins to pass out the 'Nature Trackers' brochures at the next General Meeting.

Chapter Host: Pam West reported that the 15th year TMN celebration event will be held on September 14, 2016 at the Lake Jackson Civic Center. The rooms will be rented from 8 am to 2 pm. Members may bring a guest. The meeting will begin at 9:00 and the guest speaker at 10:15. Following this, a potluck meal will be served. Pam said that she would ask Mickey Dulfilho about borrowing table cloths. A screen, podium, and a microphone will be needed and can be rented from the Civic Center. Pam was given authorization to spend up to \$1,000 on things needed for this event. Barbara Burkhardt's husband was volunteered to cook brisket.

Motion	Motion to Approve	Motion Seconded by	Vote
To authorize Pam West to be able to spend up to \$1,000 on the 15 year TMN celebration	Mike Mullins	Jill Carroll	Decision approved by vote from Board members present.

Publications Coordinator: Neal McLain reported:

Newsletter

The July issue of *Chapter News* will be published on Sunday, July 10, 2016 via the Google group. This date is consistent with the revised publication schedule:

- Submission Deadline Saturday after Board meeting
- Publication date is the Monday before the General meeting.

Courtesy copies will be sent to:

- Bryan and Vicky Adams for a contributed article and photos about turtle patrol program.
- Cynthia Priesmeyer for a contributed photo of nesting Kemp's Ridley.

Judy Green has volunteered to write for the newsletter.

GOOGLE Mailing List

There are currently 170 email addresses on the list. Dave Brandes, Jerry Eppner and Dick Schaffhausen have all suggested that we should bring the list up to date.

Website

- Updated Advanced Training page for August and September.
- Added a "suppliers" page for items that members have asked about. See attachment # 2.
- Added a link in Scrapbook for photos of June 2016 "Ed gets an award" party.

Media Library



CRADLE OF TEXAS CHAPTER
AGRLIFE EXTENSION BLDG.

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

- No change since last month.
- Neal thinks we need a volunteer to monitor the library to make sure books are shelved properly (alpha order by author) and that borrowed books are returned in a timely manner and re-shelved properly. He plans to post a “volunteer help wanted” ad in the July newsletter.
- Patty Brinkmeyer contributed 14 books most of which relate to gardening. The media library shelves are in the same room as the BCMGA computer. Neal asked if we should open our library to Master Gardeners and the Board said yes.

Publicity Coordinator: In Dick Schaffhausen’s absence, there was no report.

Intern Report: Kristine Rivers and Larry Ruhr, our new intern representatives, started to report back to their class last month. It was well received and a number of individuals have expressed an interest in board involvement.

Cradle of Texas Board Action Register				
Action Item	Who?	Due Date?	Complete/ Pending	Comments
Reviewed at July meeting:				
501(c)(3) Filing	Ed Barrios, Peggy Romfh, Mike Mullins	TBD	Pending	
Split the Operating Handbook from the By-laws and add the term “one time event” to the Operating Handbook	Ed Barrios	TBD	Pending	By-laws are ready to take to the general membership for a vote.
Draft new partner agreement document to include language on what partner will provide.	Pete Romfh	June	Done	Motion to accept update was approved.
Check to see if BIRD background checks need to be done.	Ed Barrios	June	Pending	
Research a gift such as a cup or tumbler for the 15 year celebration in September 2016.	Mike Mullins	TBD	Done	Motion to buy tumbler was approved.
Plan for a 15 year celebration in September 2016.	Board	TBD	Pending	September 14, 2016 has been selected as the date.
Determine possible thank you gifts for future presenters.	Jill Carroll	TBD	Done	A tumbler will be the gift.



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

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

Check to determine the cost and availability of TMN polo shirts.	Don Sabathier	June	Pending	Barbara Burkhardt provided examples of polo shirts and sweat shirts.
Check on prices and availability of venues for the 15 year celebration in September 2016 .	Pam West	June	Done	
Contact Michelle Haggerty to determine if she could speak at our 15 year celebration in September 2016.	Ed Barrios	June	Done	Our speaker will be Deborah January-Bevers.
Research wireless speakers for future functions and programs at AgriLife Building.	Ed Barrios, Dave Brandes	TBD	Pending	Will test use of current microphone with front center speakers turned off at the next General Meeting.
Begin implementation of pre-notice for displaying short descriptions of volunteer activities.	Ruby Lewis	TBD	Pending	
Check on how to get CBC (Background Check Cards) cards for members.	Dave Brandes	TBD	Done	
New Action Items Added at Meeting	Who?	Due date?	Complete/ Pending	Comments
Check cost for monogramming polo shirts and sweat shirts with TMN-COT logo	Barbara Burkhardt	August	Pending	Shirts can be ordered from AgriLife at any time.
Check the cost and availability of polo shirts and sweat shirts from a store in Freeport	Carolyn Monie-Mays	August	Pending	
Add an entry on website for new curriculum once we get information from Carolyn.	Neal McLain	August	Pending	
Add an entry on website for polo shirts once we get information	Neal McLain	August	Pending	

President Dave Brandes adjourned the meeting at 12:09 p.m.

Respectfully Submitted,
Jean Britt, Secretary



**CRADLE OF TEXAS CHAPTER
AGRILIFE EXTENSION BLDG.**

21017 CR 171, Angleton, TX 77515-8903

<http://tmn-cot.org>



CRADLE OF TEXAS CHAPTER
AGRILIFE EXTENSION BLDG.

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

Date 2016	Jan	Feb	Mar	Apr.	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Elected Board Members													
Brandes, Dave	X	X	X		X	X	X						
Britt, Jean		X	X		X	X	X						
Carroll, Jill	X	X	X		X		X						
Sabathier, Don	X	X	X		X	X	X						
Advisors													
O'Connell, John	X												
Stolte, Connie	X		X			X							
Appointed Board Members													
Barrios, Ed	X	X	X		X	X							
Eppner, Jerry	X	X	X			X							
Lewis, Ruby		X			X	X	X						
May-Monie, Carolyn	X						X						
Owen, Laurel													
McLain, Neal	X	X	X		X	X	X						
Mullins, Mike		X	X		X	X	X						
Romfh, Peggy	X	X	X		X		X						
Romfh, Pete	X	X	X		X		X						
Schaffhausen, Dick		X				X							
West, Pam		X	X			X	X						
Training Class Representatives													
Kristine Rivers						X	X						
Larry Ruhr						X	X						