



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

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

TMN-COT BOARD MEETING
Wednesday, August 3, 2016, 10:05 a.m. – 11:58 a.m.
AgriLife Extension Building
Angleton, Texas

President Dave Brandes called the meeting to order and presented the agenda at 10:05 a.m.

Attendance:

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

Minutes Approval:

Motion	Motion to Approve	Motion Seconded by	Vote
July Board Meeting	Mike Mullins	Don Sabathier	Minutes approved by voice vote.
July General Meeting	Mike Mullins	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 reviewed current plans for general meeting and 15th Anniversary Celebration in September. He will check with Marty Cornell for the 10-year slideshow so we can add to it.

Past-President: Mike Mullins reported that the lids have been received for the tumblers, which are due to arrive by August 8th. He will bring the tumblers to the Lake Jackson Civic Center on the day of the 15th Anniversary Celebration. He has reserved the meeting room at AgriLife for the iNaturalist training session scheduled to occur after the August general meeting, and requested a headcount of attendees to be taken during the meeting.



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Vice President: Jill Carroll reported the update on Nature Notes presenters for the chapter meetings:

- August 10 General Meeting: Kristine Rivers will talk about Bats.
- October 12 General Meeting: Laurel Owen will give naturalist notes about the effects of flooding in Brazoria County.

Jill will reschedule the September speaker to a future meeting date.

Secretary: Kristine Rivers had nothing new to report in Jean Britt's absence.

Treasurer's Report: Don Sabathier presented the July Treasurer's report. He projected more expenditures for August and September.

July COT Treasurer Report

Date: 1 July – 31 July 2016

<u>Beginning Balance</u>	\$ 9,650.16
Revenue Summary	\$ 17.00
Interest	\$ 1.90
Expense Summary	\$ 1,633.06
<u>Ending Balance</u>	\$ 8,036.00

Motion	Motion to Approve	Motion Seconded by	Vote
To approve Treasurer's Report	Mike Mullins	Jerry Eppner	Decision approved by vote from Board members present.

Shirt Order: Board reviewed information obtained by Barbara Burkhardt and Carolyn May-Monie, and agreed that both vendors are viable options for monogramming individual shirts for Chapter members. If Michelle Haggerty approves, Mike Mullins will provide TMN logo EPS file to both vendors. [See Table of Action items at end of minutes.]

15th Anniversary Celebration: Barbara Burkhardt noted that Ellis Burkhardt estimates that we will need 100 pounds of brisket for 130 attendees, and stated that the barbecue pit has been arranged. Dave Brandes requested sausage as well as brisket. Pam West contacted Lake Jackson Civic Center and reported that it is not possible to darken room for Powerpoint presentation, so Board agreed it is best to cancel AT for September. Chapter members will be asked to provide salads, side dishes and desserts. RSVP date of August 31st was established.

Membership Report: Jerry Eppner reported that 103 Chapter members have completed 9,700 hours of VT year-to-date. He stated that the new code structure has greatly improved accuracy of entries. He has completed a self-audit of the VMS in preparation for upcoming audit by State.



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Board agreed to postpone celebration of Milestone Achievement Awards for Jim Calvert and Dave Brandes until October general meeting.

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

Training Coordinator: Carolyn May-Monie reported that she has received the hardback training curriculum books for the 2016 and 2017 intern classes, and passed one around for review. Board agreed that current Chapter members will be able to order books in a one-time bulk order through Carolyn at the cost of \$40 per book, with check made payable to the Chapter. The Chapter will then pay the State once invoice has been received.

The training committee will meet on Monday, August 8th to continue planning for next year's class. The training team needs to replace a member that is no longer able to participate, and Carolyn requested suggestions for a replacement no later than Monday, August 8th. The committee will make a proposal for the 2017 training session at the September Board meeting.

Volunteer Service Coordinator: In Pete Romfh's absence, there was no report.

Advanced Training Coordinator: In Peggy Romfh's absence, there was no report.

Outreach Coordinator: Ruby Lewis announced that there would be a mall event on Saturday, August 6th. Due to the short notice, she will contact potential volunteers directly. She reported that the children's librarians would like to provide the Chapter with a thank-you breakfast, and it was agreed that this should be scheduled to occur at the October meeting.

Ruby distributed copies of the recruitment flyers for review, and stated that any needed revisions should be given to Dick Schaffhausen.

Chapter Host: Pam West reported that she had found a vendor for table cloth rental for the 15th Anniversary Celebration. She reviewed suggestions for a retirement gift for Connie Stolte, and Board agreed that a silver dragonfly pendant and chain from James Avery would be appropriate.

Motion	Motion to Approve	Motion Seconded by	Vote
To authorize Pam West to spend up to \$250 on retirement gift for Connie Stolte.	Mike Mullins	Jill Carroll	Decision approved by vote from Board members present.

Publications Coordinator: Neal McLain reported:

Newsletter

The August issue of *Chapter News* will be published on Monday, August 8, 2016 via the Google group.



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Website

- Removed adspots for Turtle Patrol and Library Program.
- Added adspots for Smith Point Hawk Watch and TMN State meeting.



Media Library

- No change since last month.

Publicity Coordinator: Dick Schaffhausen had nothing new to report.

Intern Report: Kristine Rivers had nothing new to report.

Cradle of Texas Board Action Register				
Action Item	Who?	Due Date?	Complete/ Pending	Comments
Reviewed at August 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.
Check to see if BISD background checks need to be done.	Ed Barrios	June	Pending	
Plan for a 15 year celebration in September 2016.	Board	TBD	Done	Jill Carroll will reschedule AT speaker to a future meeting due to inability to darken room for presentation.
Check to determine the cost and availability of TMN polo shirts.	Don Sabathier	June	Done	



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Research wireless speakers for future functions and programs at AgriLife Building.	Ed Barrios, Dave Brandes	TBD	Pending	Wireless technology is not working well due to frequency interference. Researching alternative options.
Begin implementation of pre-notice for displaying short descriptions of volunteer activities.	Ruby Lewis	August	Done	
Check cost for monogramming polo shirts and sweat shirts with TMN-COT logo.	Barbara Burkhardt	August	Pending	Not happy with brand selections, but pricing for monogramming is good. Will check re availability of Jerzees brand.
Check the cost and availability of polo shirts and sweat shirts from Ann's Custom Monogramming.	Carolyn May-Monie	August	Pending	Brand selections, variety and pricing are good.
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	September	Pending	
New Action Items Added at Meeting	Who?	Due date?	Complete/ Pending	Comments
Request approval from Michelle Haggerty to provide TMN logo EPS file to monogramming vendors.	Mike Mullins	September	Pending	
Check cost of monogrammed polo shirts for interns with Ann's Custom Monogramming for comparison with EDP.	Carolyn May-Monie	September	Pending	
Check with bank re chapter debit card (preferably) or credit card.	Don Sabathier	September	Pending	

President Dave Brandes adjourned the meeting at 11:58 a.m.

Respectfully Submitted,
Kristine Rivers (in lieu of Jean Britt, Secretary, who was absent)



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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	X					
Britt, Jean		X	X		X	X	X						
Carroll, Jill	X	X	X		X		X	X					
Sabathier, Don	X	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		X					
Lewis, Ruby		X			X	X	X	X					
May-Monie, Carolyn	X						X	X					
Owen, Laurel								X					
McLain, Neal	X	X	X		X	X	X	X					
Mullins, Mike		X	X		X	X	X	X					
Romfh, Peggy	X	X	X		X		X						
Romfh, Pete	X	X	X		X		X						
Schaffhausen, Dick		X				X		X					
West, Pam		X	X			X	X	X					
Training Class Representatives													
Kristine Rivers						X	X	X					
Larry Ruhr						X	X						