



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

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

**TMN-COT BOARD MEETING**  
**Wednesday, November 02, 2016, 10:00 a.m. – 11:48 a.m.**  
**AgriLife Extension Building**  
**Angleton, Texas**

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

**Attendance:**

<b>Elected Members of Board</b>	<b>Present</b>	<b>Appointed Members of Board</b>	<b>Present</b>
Dave Brandes (President)	X	Jerry Eppner (Membership)	X
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)	X
		Pam West (Chapter Host)	
		Ruby Lewis (Outreach)	X
<b>Board Advisors</b>		Richard Schaffhausen (Publicity)	X
John O'Connell (AgriLife Extension)	X	Kristine Rivers (Intern Representative)	X
		Larry Ruhr (Intern Representative)	
		Mike Mullins (Past-President)	X
<b>Guests</b>		Ed Barrios (State Representative)	X
Lisa Myers	X		
		<b>Quorum</b>	Yes

**Minutes Approval:**

Motion	Motion to Approve	Motion Seconded by	Vote
October Board Meeting	Neal McLain	Jill Carroll	Minutes approved by voice vote.
October General Meeting	Neal McLain	Jill Carroll	Minutes approved by voice vote.

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

**Past-President:** Mike Mullins stated the Nominating Committee's recommendations for the Executive Board:

- President: Kristine Rivers
- Vice President: Jill Carroll
- Secretary: Lisa Myers
- Treasurer: Don Sabathier



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**Non-elected positions:**

VT: Oron Atkins  
 AT: Larry Ruhr  
 Membership: Pete and Peggy Romfh  
 Outreach: Ruby Lewis  
 Training Co-Chairs: Carolyn May-Monie/Laurel Owen  
 Host: Pam West  
 Publications: Neal McLain  
 Publicity: Dick Schaffhausen  
 State Representative: Ed Barrios  
 2016 Class Representative: Judy Green  
 Past President: Dave Brandes

**Nominations Approval:**

Motion	Motion to Approve	Motion Seconded by	Vote
To accept nominations	Ed Barrios	Pete Romfh	Minutes approved by voice vote.

These will be announced at the November 9 General Meeting. In addition, nominations will be taken from the floor.

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

- November 9 General Meeting: David Sarkozi will speak about “Smart Phone Apps for Naturalists.”
- November 9 General Meeting: Candace Novak will give the ‘Nature Notes’ about “Ticks”.
- January 11 General Meeting: Dr. Brooke Shipley will speak about the “TPWD’s Artificial Reef Program” at the meeting.
- February 8 General Meeting: Amanda Anderson will speak about “Winter Shorebirds”.
- March 8 General Meeting: Deborah January-Bevers will speak about “The Ten Area Ecoregions and the Ecosystem Primer Program” at the meeting. (Pending Confirmation)
- April 12 General Meeting: Billy Ward, a Naturalist from the Brazos Wood Preserve, will speak about “Nature Conservancy”.
- May 10 General Meeting: Intern Presentations

**Secretary:** Jean Britt stated that she had sent out the minutes for review. The minutes were approved.

**Treasurer’s Report:** Don Sabathier presented the October Treasurer’s report.

**October COT Treasurer Report**

**Date:** 1 October – 31 October 2016

<b><u>Beginning Balance</u></b>	\$ 6,233.30
Revenue Summary	\$ 409.59



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Interest	\$ .56
Expense Summary	\$ 1,325.25
<b><u>Ending Balance</u></b>	<b>\$ 5,317.64</b>

Don also stated that 60 field books for next year's Intern class have arrived. However, an extra 30 books were mistakenly sent. He will contact the company to find out how they want to handle the extra books. Don informed us that it is time to do the state audit. Discussion followed and the decision was made to do the audit at 9:30 a.m. before the December 7 Board Meeting. Jill Carroll will head the audit meeting. Lisa Myers and Jerry Eppner will help.

**Membership Report:** Jerry announced that more than 12,500 hours have been approved. He encouraged the members to maintain a timely input of hours into the VMS.

**State Representative:** Ed Barrios sent out a spread sheet requesting volunteers for the Brazoria National Wildlife Refuge 50<sup>th</sup> anniversary to be held on November 12, 2016. Ed stated that the COT email distribution list has been problematic. However, he was still working on correcting the problems. Discussions were held about contacting an outside company for help with distribution lists. Ed spoke about the Texas Master Naturalists state meeting held in Conroe on October 21-23. The state will be making a major push for donations. Chapter Management and Operations Protocol is being updated in regards to proper regulations on disciplining members. Also, Texas and Florida have TMN models that other states are copying. Next year's state meeting will be held in Corpus Christi on October 20-22 at the Omni Hotel. There was also discussion about whether the TMN-COT Board should carry Director and Officer Liability insurance. Ed Barrios will provide further information about the Friends of Brazoria Wildlife Refuge's liability policy. Further discussion on the addition of insurance was tabled to the December Board meeting.

**Training Co-Coordinator:** Carolyn May-Monie reported that the 2017 Intern Training schedule is now on the website. The application for the class is also on the website. Currently two people have applied. A minimum of ten is needed to hold the class. Laurel Owen reported that Kendrick Gray is being asked to do PR for the Pearland Parks and is looking for more opportunities. Laurel also announced that the 2017 Intern class will have a kick-off breakfast and lunch on January 18, 2017 and Board members will be asked to provide sides for the meal. Barbara Burkhardt will make her traditional taco soup for the meeting.

**Volunteer Service Coordinator/ Advanced Training Coordinator:** Pete and Peggy Romfh announced that the Christmas Bird Count is on the calendar. TPWD is specialist sponsoring a program on "Texas Waters". Information will be provided to members at the next meeting. This program involves training and volunteer hours. Peggy stated that the new curriculum book contains photos that she and Pete have taken.

**Outreach Coordinator:** Ruby Lewis announced the following events:



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- Brazoria National Wildlife Refuge 50<sup>th</sup> anniversary at the Brazoria National Wildlife Refuge-November 12-TMN-COT booth. The butterflies from this event will be at the Angleton Library following the Migration Celebration anniversary.
- Festival of Lights at Lake Jackson- November 19, 10 a.m.-4:00 p.m. She will have sign-up sheets at the next General meeting.
- Opportunities for science programs at the Angleton Library for the 2017 summer. Please contact her if interested.

Please see the calendar for further details. Sign-up sheets will be circulated during the meeting.

**Chapter Host:** As Pam West was absent, there was no report.

**Publications Coordinator:** Neal McLain reported:

**NEWSLETTER**

The November issue of *Chapter News* will be published on Monday, November 7, 2016 via the Google group. All submissions must be received by noon Saturday, November 5 (or earlier if possible).

**WEBSITE**

- Added Class of 2017 Training Schedule
- Added link to photos of *Sea Center Texas Nature Day* to Scrapbook page.
- Added link to photos of *KBR Kids Day 2016*

**GOOGLE GROUP MAILING LIST**

Co-owner Jerry Eppner removed several obsolete addresses.

Discussion followed Neal's report.

Motion	Motion to Approve	Motion Seconded by	Vote
To re-open the TMN-COT library and to keep the library as it is but removing the sign-out process	Neal McLain	Dick Schaffhausen	Decision approved by vote from Board members present.

**Publicity Coordinator:** Dick Schaffhausen stated that he will continue to send articles to The Facts.



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**Intern Report:** Rivers reported that she will ask the 2016 interns if they know of anyone who might be interested in attending the 2017 Intern class. Discussion followed regarding various groups who might be interested in the class.

**Chapter Advisor:** John O'Connell reminded us to keep up our good cleaning habits after our General meetings. Discussion followed.

Cradle of Texas Board Action Register				
Action Item	Who?	Due Date?	Complete/ Pending	Comments
Reviewed at September meeting:				
501(c)(3) Filing	Ed Barrios, Peggy Romfh, Mike Mullins	TBD	Pending	Still working on this
Split the Operating Handbook from the By-laws and add the term "one time event" to the Operating Handbook.	Ed Barrios	TBD	Pending	Working on the regrouping of the appendix and appendices, Ed gave an update.
Research wireless speakers for future functions and programs at AgriLife Building.	Ed Barrios, Dave Brandes	TBD	Pending	Ed Barrios will call B & H to find out what can work with wireless speakers
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	Done	Brand selections, variety and pricing are good.
Add an entry on website for new curriculum once we get information from Carolyn.	Neal McLain	August	Done	
Add an entry on website for polo shirts once we get information.	Neal McLain	September	Pending	Still pending
Check cost of monogrammed polo shirts for interns with Ann's Custom Monogramming for comparison with EDP.	Carolyn May-Monie	September	Pending	Awaiting word from Ann's Custom Monogramming



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<b>New Action Items Added at Meeting</b>	<b>Who?</b>	<b>Due date?</b>	<b>Complete/ Pending</b>	<b>Comments</b>
Contact the textbook company to find out what they want to do with the extra 30 textbooks	Don Sabathier	December	Pending	
Take a look at the email problems	Dave Brandes	December	Pending	
Pursue looking into the Liability Policy for D&O	Ed Barrios	January	Pending	
Pass out sign-up sheets at December Board meeting to provide food at the first Intern class meeting in January	Carolyn-May Monie, Laurel Owen	December	Pending	
Share Friend's D&O liability policy with COT Board and discuss Kim Richardson possible strategies for adding insurance for COT.	Ed Barrios, Kim Richardson	December	Pending	

**President Dave Brandes** adjourned the meeting at 11:48 a.m.

Respectfully Submitted,  
 Jean Britt, Secretary



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Date 2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Elected Board Members</b>													
Brandes, Dave	X	X	X		X	X	X	X	X	X	X		
Britt, Jean		X	X		X	X	X		X	X	X		
Carroll, Jill	X	X	X		X		X	X	X	X	X		
Sabathier, Don	X	X	X		X	X	X	X	X	X	X		
<b>Advisors</b>													
O'Connell, John	X									X	X		
Stolte, Connie	X		X			X		Retired 8/31/16					
<b>Appointed Board Members</b>													
Barrios, Ed	X	X	X		X	X			X	X	X		
Eppner, Jerry	X	X	X			X		X	X	X	X		
Lewis, Ruby		X			X	X	X	X	X	X	X		
May-Monie, Carolyn	X						X	X	X	X	X		
Owen, Laurel								X	X		X		
McLain, Neal	X	X	X		X	X	X	X	X	X	X		
Mullins, Mike		X	X		X	X	X	X	X	X	X		
Romfh, Peggy	X	X	X		X		X		X	X	X		
Romfh, Pete	X	X	X		X		X		X	X	X		
Schaffhausen, Dick		X				X		X	X	X	X		
West, Pam		X	X			X	X	X	X	X			
Becky McClendon									X				
<b>Training Class Representatives</b>													
Kristine Rivers						X	X	X	X	X	X		
Larry Ruhr						X	X		X	X			
<b>Guests</b>													
Lisa Meyers											X		