



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

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

TMN-COT BOARD MEETING
Wednesday, December 07, 2016, 10:00 a.m. – 11:25 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:

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)	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		Richard Schaffhausen (Publicity)	X
John O'Connell (AgriLife Extension)		Kristine Rivers (Intern Representative)	X
		Larry Ruhr (Intern Representative)	X
		Mike Mullins (Past-President)	X
Guests		Ed Barrios (State Representative)	
Lisa Myers	X		
Oron Atkins	X	Quorum	Yes

Minutes Approval:

Motion	Motion to Approve	Motion Seconded by	Vote
November Board Meeting	Peggy Romfh	Mike Mullins	Minutes approved by voice vote.
November General Meeting	Peggy Romfh	Mike Mullins	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 stated the procedures for the election of the Board members. Nominations will also be taken from the floor. Dave will run the elections for the new Board Officers. The new President-Elect will appoint a Nominating Committee. This committee will meet following the General Meeting to confirm nominations for the appointed members of the board. The appointed members will be designated before December 31, 2016. At the January Board Meeting, the elected and appointed members will take over.



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Past-President: Mike Mullins stated that he was very happy to have served for four years on the TMN-COT board.

Vice President: Jill Carroll reported a need for portable speakers for the presenters for the chapter meetings. Discussion followed.

Expenditure Approval:

Motion	Motion to Approve	Motion Seconded by	Vote
To authorize Jill Carroll to spend up to \$200 on a portable speaker	Peggy Romfh	Mike Mullins	Motion approved by voice vote.

Secretary: Jean Britt stated that she had sent out the minutes for review. The minutes were approved. She stated that she was very happy to have served on the 2016 TMN-COT board.

Treasurer's Report: Don Sabathier presented the November Treasurer's report.

November COT Treasurer Report

Date: 1 November – 31 November 2016

<u>Beginning Balance</u>	\$ 5,317.64
Revenue Summary	\$ 00.00
Interest	\$.52
Expense Summary	\$ 64.99
<u>Ending Balance</u>	\$ 5,253.17

Don informed us that the TMN-COT audit was completed at an audit meeting held before the December 7 Board Meeting. Jill Carroll headed the audit meeting. Lisa Myers and Jerry Eppner helped. Don stated that this financial report will be given to John O'Connell.

Membership Report: Jerry Eppner announced that 109 members out of 115 members have input VMS hours. However, the total amount of hours, YTD, is far less than the 2014 EOY amount of hours even with a higher number of active members. He encouraged the members to maintain a timely input of hours into the VMS. Discussion followed about how to go forward to assure that all hours are input to the state. Jerry also stated that he was very happy to have served twelve years on the TMN-COT board.

State Representative: As Ed Barrios was absent, there was no report.

Training Co-Coordinators: Carolyn May-Monie reported that the 2017 Intern Training schedule is on the website. The application for the class is also on the website. Currently seven people have applied. In addition, three more people have made inquiries about the class.



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Discussion followed concerning the minimum number of interns needed in order to hold the class. The board agreed about the importance of holding the class. Carolyn reported that January 5th is the deadline to sign up for the 2017 Intern Training class.

Volunteer Service Coordinator/ Advanced Training Coordinator: Pete and Peggy Romfh announced that the Christmas Bird Counts are on the calendar. Also, information about the Whooping Cranes Photo Tour on February 14, 2017 will be mentioned at the December General Meeting. In addition, Pete and Peggy will speak about inputting hours for special events in regards to demographics.

Outreach Coordinator: Ruby Lewis announced the following events:

- Nature Day at the Sea Center in Lake Jackson – End of February
- Opportunities for science programs at the Angleton Library for the 2017 summer. Please contact her if interested.

Please see the calendar for further details.

Chapter Host: Pam West announced that Barbara Burkhardt will be bringing soup for the 2017 Intern Class on January 18, 2017. Discussion followed. A sign-up sheet was passed around as the Board members will be providing sides for lunch and/or breakfast items.

Publications Coordinator: Neal McLain reported:

NEWSLETTER

The December issue of *Chapter News* will be published on Monday, December 12, 2016 via the Google group. All submissions must be received by noon Saturday, December 10 (or earlier if possible).

This issue contains one attachment: photos of the BNWR 50th Anniversary Celebration.

WEBSITE

Added links to:

- Photos of BNWR 50th Anniversary (Scrapbook page).
<http://bnwr50.blogspot.com/>
- Christmas Birdcount 2016 (adspot on home page)
<http://refugefriends.org/BirdCounts/>
- TMN-COT Intern Training Class 2017 (adspot on homepage)
http://tmn-cot.org/Intern_Training/index.html



GOOGLE GROUP MAILING LIST

No change.

Publicity Coordinator: Dick Schaffhausen stated that his articles have been published in The Facts, are on Facebook, and on the web. Discussion followed. Listing the names of upcoming



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speakers and the name of their program could be placed in newspapers in an effort to welcome the public. Flyers are available for distribution. Word -of -mouth is still very effective.

Intern Report: Kristine Rivers reported that she will continue to spread the word about the 2017 Intern Training class.

Chapter Advisor: As John O'Connell was absent, there was no report.

Cradle of Texas Board Action Register				
Action Item	Who?	Due Date?	Complete/ Pending	Comments
Reviewed at December 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
Research and purchase wireless speakers for future functions and programs at AgriLife Building.	Ed Barrios, Dave Brandes, Jill Carroll	January	Pending	Jill was authorized to find and purchase a suitable portable speaker at a cost not to exceed \$200.
Check cost for monogramming polo shirts and sweat shirts with TMN-COT logo.	Barbara Burkhardt	August	Done	Not happy with brand selections, but pricing for monogramming is good. Will check re availability of Jerzees brand.
Add an entry on website for polo shirts once we get information.	Neal McLain	September	Done	
Check cost of monogrammed polo shirts for interns with Ann's Custom Monogramming for comparison with EDP.	Carolyn May-Monie	September	Done	
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	Bottom message may be problem not the header



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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	Done	Food is for 2017 Intern class on January 18, 2017
Share Friend's D&O liability policy with COT Board and discuss with Kim Richardson possible strategies for adding insurance for COT.	Ed Barrios, Kim Richardson	December	Pending	
New Action Items Added at Meeting	Who?	Due date?	Complete/ Pending	Comments
Archive the 2016 TMN-COT Board Meeting and General Meeting Minutes in the TMN-COT file cabinets	Dave Brandes	January 2017	Pending	
Investigate 'Yahoo' as a possible solution to correct email problems	Pete Romfh	TBD	Pending	Test trial for 2-3 months
Order name tags for new board members	Dave Brandes	January	Pending	

President Dave Brandes adjourned the meeting at 11:25 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
Elected Board Members													
Brandes, Dave	X	X	X		X	X	X	X	X	X	X	X	11
Britt, Jean		X	X		X	X	X		X	X	X	X	9
Carroll, Jill	X	X	X		X		X	X	X	X	X	X	10
Sabathier, Don	X	X	X		X	X	X	X	X	X	X	X	11
Advisors													
O'Connell, John	X									X	X		2
Stolte, Connie	X		X			X		Retired 8/31/16					3
Appointed Board Members													
Barrios, Ed	X	X	X		X	X			X	X	X		8
Eppner, Jerry	X	X	X			X		X	X	X	X	X	9
Lewis, Ruby		X			X	X	X	X	X	X	X	X	9
May-Monie, Carolyn	X						X	X	X	X	X	X	7
Owen, Laurel								X	X		X		3
McLain, Neal	X	X	X		X	X	X	X	X	X	X	X	11
Mullins, Mike		X	X		X	X	X	X	X	X	X	X	10
Romfh, Peggy	X	X	X		X		X		X	X	X	X	9
Romfh, Pete	X	X	X		X		X		X	X	X	X	9
Schaffhausen, Dick		X				X		X	X	X	X	X	7
West, Pam		X	X			X	X	X	X	X		X	8
Becky McClendon									X				1
Training Class Representatives													
Kristine Rivers						X	X	X	X	X	X	X	7
Larry Ruhr						X	X		X	X		X	5
Guests													
Lisa Meyers											X	X	2
Oron Atkins												X	1