



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

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

**TMN-COT BOARD MEETING**  
**Wednesday, January 4, 2017, 10:00 a.m. – 12:11 p.m.**  
**AgriLife Extension Building—Angleton, Texas**

**President:** Kristine Rivers called the meeting to order, presented the agenda at 10:00 a.m., and requested additions or corrections.

**Attendance:**

Elected Members of Board	Present	Appointed Members of Board	Present
Kristine Rivers (President)	X	Peggy Romfh (Membership)	X
Jill Carroll (Vice-President/Programs)	X	Pete Romfh (Membership)	X
Lisa Myers (Secretary)	X	Neal McLain (Publications)	X
Don Sabathier (Treasurer)	X	Oron Atkins (Volunteer Services)	X
		Larry Ruhr (Advanced Training)	X
		Carolyn May-Monie (Training)	X
<b>Board Advisors</b>			
John O'Connell (AgriLife Extension)	X	Laurel Owen (Training)	
		Pam West (Chapter Host)	X
<b>Guests</b>			
Jerry Eppner (past Membership Dir.)	X	Ruby Lewis (Outreach)	X
		Richard Schaffhausen (Publicity)	
		Judy Green (Intern Representative)	X
		Ed Barrios (State Representative)	X
		Dave Brandes (Past-President)	X
		<b>Quorum</b>	<b>Yes</b>

**Secretary:** Lisa Myers stated that past Secretary Jean Britt had sent the minutes to the Board for review. The minutes were approved.

**Minutes Approval:**

Motion	Motion to Approve	Motion Seconded by	Vote
December Board Meeting & General Meeting	Lisa Myers	Dave Brandes	Minutes approved by voice vote

**Action Register Review** was led by Kristine Rivers [See Table of Action items at end of minutes. Completed and removed items: Splitting the Operating Handbook (OH) from the By-Laws and adding the term “one time event” to OH; Archive of meeting minutes to TMN-COT file cabinets; order and distribute new name tags for Board Members.]

Motion	Motion to Approve	Motion Seconded by	Vote
To continue the process of filing for 501(c)(3) status	Ed Barrios	Judy Green	Decision approved by voice vote of Board members present
Restrict Webpage access of all minutes to members only (no public access)	Peggy Romfh	Pete Romfh	Decision approved by voice vote of Board members present



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**Treasurer's Report:** Don Sabathier presented the December, 2016, Treasurer's report.

**December, 2016, COT Treasurer Report**

**Date:** 1 December – 31 December 2016

<b><u>Beginning Balance</u></b>	\$ 5,253.17
Revenue Summary	\$ 1,050.00
Interest	\$ .55
Expense Summary	\$ 323.22
<b><u>Ending Balance</u></b>	\$ 5,980.50

Don also stated that one new lifetime member had paid dues for 2017; the internal audit for 2016 was complete; December is now closed; he will be doing the state filing very soon.

**President:** Dave Brandes led a review and discussion of the updated (12/24/16) COT Operating Handbook; Ed Barrios projected the latest revisions. Ed noted that changes are prohibited by the Texas State TMN office; Appendices, however, can be edited.

**President:** Kristine Rivers suggested a new board position, "Opportunity Development Director," and led a discussion regarding its scope, which expands current activities and develops new ones, with an emphasis on serving groups and areas (e.g., north county) underserved or not currently served. Kristine emphasized that these activities would generally not be large in scale (e.g., the ad hoc group formed to develop a pollinator garden at Camp Mohawk County Park; PowerPoint presentation on Pearland bats). The discussion included questions regarding how this position overlapped others' and whether it should be a Director position or report to Outreach or other.

Motion	Motion to Approve	Motion Seconded by	Vote
Postpone decision on "Opportunity Development Director" to consider how it best fits in organization	Larry Ruhr	Neal McLain	Decision approved by voice vote of Board members present

**Vice President/Programs Director:** Jill Carroll provided an update on presenters for the chapter meetings:

- January 11 General Meeting: Dr. Brooke Shipley will speak about the "TPWD's Artificial Reef Program" at the meeting (not yet reconfirmed); Nature Notes topic is doves
- 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)



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- April 12 General Meeting: Billy Ward, a Naturalist from the Nature Conservancy will speak on the Conservancy's two new preserves: the **Brazos Woods Preserve** and the **San Bernard Woods Preserve**.
- May 10 General Meeting: Intern Presentations
- Nature Notes: Need presenters for February through December

**Training:** Carolyn May-Monie reminded members that new intern training begins January 18 and indicated that breakfast and break snacks, provided by Board members, must serve 30 people.

**Outreach:** Ruby Lewis announced the following events and event recap:

- The BNWR Open House on December 26 through 31 was served by 8 volunteers (127.5 hours plus ~15 travel hours) and attended by 349
- Opportunities for science programs at the Angleton Library for the 2017 summer
- The next DEEP is February 9
- Ruby is presenting to Boy Scouts in February
- Sea Center Nature Day is February 29
- Brazoria Heritage Day is March 5 at the Brazoria Civic Center on West Smith Street
- BNWR will have another open house in the Spring

**Publications:** Neal McLain made available a master format for TMN-COT business cards and reported the following:

**Newsletter**

- January issue of *Chapter News* will be published on Monday, January 9, via the Google group

**Website**

- Board and Contacts pages have been updated
- AT page has been revised
- Sponsors page has been reviewed; need help with differences found
- Added a Minutes page (currently public)

**Google Group Mailing List Problems**

- Removed the header two months ago; no feedback if it solved email problems

Cradle of Texas Board Action Register				
Open Action Item	Who?	Due Date?	Complete/ Pending	Comments
501(c)(3) Filing	Ed Barrios, Peggy Romfh, Mike Mullins	TBD	Pending	Ed can begin actively working on in one week (See Motion, above)
Research and purchase wireless speakers for future functions and programs at AgriLife Building	Jill Carroll, Ed Barrios, Dave Brandes, Neal McLain	February	Pending	Jill to consider one vs two speakers, wireless and wired capability, portability. Budget of \$200



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				should be sufficient
Look at email problems	Dave Brandes	February	Pending	Problem solved for some. Need to ask who is still experiencing problems at next general meeting
Investigate Yahoo as a possible solution to correct email problems	Pete Romfh	February	Pending	Comcast problem solution might be short term; see above note
Look into the Liability Policy for D&O, share Friend's D&O liability policy with COT Board, discuss with Kim Richardson possible strategies for adding insurance for COT	Ed Barrios, Kim Richardson	February	Pending	Also want cheaper priced policy
<b>New Action Items Added at January Meeting</b>	<b>Who?</b>	<b>Due date?</b>	<b>Complete/Pending</b>	<b>Comments</b>
How to make all meeting minutes electronically accessible to members and easily searchable but also limit liability by not providing public access	Dave Brandes, Neal McLain	TBD	Pending	Dave is gathering minutes; Neal has posted all available to date (see Motion, above)
New Board Position, "Opportunity Development Director" to expand current TMN opportunities and develop new ones	Kristine Rivers	February	Pending	Board members to consider best way to implement new position (see Motion, above)

**President:** Kristine Rivers asked members to let her know how much time they need to present at the General Meeting and adjourned the Board Meeting at 12:11 p.m.

Respectfully submitted,  
Lisa Ladd Myers, Secretary



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Date 2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Elected Board Members</b>													
Rivers, Kristine	X												
Carroll, Jill	X												
Sabathier, Don	X												
Myers, Lisa	X												
<b>Advisor(s)</b>													
O'Connell, John	X												
<b>Appointed Board Members</b>													
Atkins, Oron	X												
Barrios, Ed	X												
Brandes, Dave	X												
Lewis, Ruby	X												
May-Monie, Carolyn	X												
McLain, Neal	X												
Owen, Laurel													
Romfh, Peggy	X												
Romfh, Pete	X												
Ruhr, Larry	X												
Schaffhausen, Dick													
West, Pam	X												
<b>Training Class Representative(s)</b>													
Green, Judy (2016)	X												
(2017)													
<b>Guest(s)</b>													
Jerry Eppner	X												