



TMN-COT BOARD MEETING
Wednesday, August 2, 2017, 9:00 a.m. – 11:16 a.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.

Kristine noted that Dave Brandes pointed out that the previous month’s board minutes should be attached to the emailed agenda rather than the general meeting minutes; Kristine indicated that she was following the example of the December 2016 agenda, which Dave said was in error. It was suggested that either both sets of minutes should be attached, or members could review before each Board Meeting the electronic copies sent to them by Lisa Myers.

Attendance—

Elected Members of Board	Present	Appointed Members of Board	Present
Kristine Rivers (President)	X	Peggy Romfh (Membership)	
Jill Carroll (Vice-President/Programs)		Pete Romfh (Membership)	
Lisa Myers (Secretary)	X	Neal McLain (Publications)	X
Don Sabathier (Treasurer)	X	Oron Atkins (Volunteer Services)	
		Larry Ruhr (Advanced Training)	X
		Carolyn May-Monie (Training)	X
		Pam West (Chapter Host)	X
		Ruby Lewis (Outreach)	X
		Jimmy Salinas (Speakers Bureau)	
		Richard Schaffhausen (Publicity)	
		Bill Ahlstrom (Intern Representative)	X
		Ed Barrios (State Representative)	
		Dave Brandes (Past-President)	X
		Quorum	Yes

Secretary—Lisa Myers stated that the minutes had been sent to the Board for review, and the corrections suggested by Board members were made. The minutes were approved.

Minutes Approval—

Motion	Motion to Approve	Motion Seconded by	Vote
July General Meeting, June Board Meeting and all prior Board Meeting Minutes for 2017 ¹	Dave Brandes	Don Sabathier	Minutes approved by voice vote of Board members present

¹ There was no July Board Meeting; all prior board minutes were again approved because they had not been previously attached to each monthly electronic copy of the agenda.



Motions—

Motion	Motion to Approve	Motion Seconded by	Vote
Purchase Directors and Officers (D&O) Liability Insurance from Traveler's Insurance for \$1m coverage for premium of \$420/year	Dave Brandes	Larry Ruhr	Decision approved by voice vote of Board members present

Action Register Review was led by Kristine Rivers [see *COT Board Action Register items at end of minutes*]. The following are completed and removed items:

Completed Action Items	Who?	Comments
Look into Directors and Officers (D&O) Liability Policy; share Friend's D&O liability policy with COT Board	Don Sabathier	Don presented the (only) two quotes provided to him. The Board voted for the Traveler's quote for \$1m coverage for \$420/year vs. \$2m for \$694 since TMN State recommended \$1m. Chose Traveler's Insurance over the second, much higher priced quote that aggregated unwanted coverage in addition to D&O (\$1m for \$800)
After D&O quotes are received by board members; have the broker speak at a future board meeting to explain the options	Don Sabathier	To answer any questions the board may have. Since there were only two quotes received, it was deemed unnecessary to have the broker meet with the board
Post to web COT's new, 501(c)(3) status and that donations are tax deductible	Neal McLain	Activated the "donate" button after setting up PayPal
Set up a PayPal account	Don Sabathier	To be used via the website to accept tax-deductible donations now that COT has non-profit status; now working

Treasurer's Report—Don Sabathier presented the July 2017, financial information, below. He indicated that the dues of two members, who have been inactive for some time, remain outstanding; they will be moved to the "inactive members" list.

1 July – 31 July 2017, COT Treasurer Report

<u>Beginning Balance</u>	\$ 7,885.74
Revenue Summary	\$ 50.00
Interest	\$ 0.81
Expense Summary	(\$ 0.00)
<u>Ending Balance</u>	\$ 7,936.55

State Meeting Presentation Team—Kristine presented the estimated amount to be incurred if the board pays registration costs of team members attending the State Meeting. She indicated that the fee categories listed by TMN do not address the attendance requirements of all team members



and that State had not replied to her request for more applicable and reduced fees. After a discussion in which board members offered opinions and suggestions, Kristine was asked to press State for reduced fees and ask team members if they could pay some or all of the fees. The board will then take a vote via email regarding how much to reimburse.

BOARD REPORTS

Programs—On behalf of Jill Carroll, Lisa informed members of the following, General Meeting speakers:

- **August** (Dan Reilly of National Oceanic and Atmospheric Administration—NOAA—speaking on hurricanes and Tommy Morris presenting Nature Notes on birds of prey)
- **September** (Scott Jones of the Galveston Bay Foundation speaking on oyster bed issues in Christmas and Drum Bays and Jimmy Salinas presenting Nature Notes on oil spills).

Kristine said Jill has indicated that she will not run for Vice President next year; Kristine asked board members to think about suggestions for a replacement.

Membership—Kristine presented the following VT and AT information on behalf of Pete and Peggy Romfh, who were not present, and noted that impact data would be updated as soon as July information was entered:

Period	VT Hours	AT Hours	# of Volunteers
1 January – 31 July 2017	11,869	1,156	115

The following certification, recertification, and awards will be presented at the August 9, general meeting:

Recertification (Sea Turtle Pin)		500 Hours Milestone (Silver Dragonfly Pin)
Marty Cornell	Leo Novak	Karen Leder Lisa Myers
Cindy Goodrum	Pam Peltier	
Jerry Krampota	Ken Sluis	
John Minkert	Linda Sluis	
George Valadez		

State—On behalf of Ed Barrios, Kristine announced that a State phone call to all representatives would be happening “soon.”

Training—Carolyn May-Monie stated that the training team would be meeting in September with the goal of revamping intern orientation and changing the order of some classes. She will present a plan to the Board in October.



Kristine noted that she had been talking to Carolyn regarding how to possibly meet the needs of additional prospective interns by offering training other than or in addition to Wednesday mornings, for example, at night or on weekends and possibly hold some classes or a separate training in northern Brazoria County. A lengthy discussion ensued regarding the need for and feasibility of expansion; who should be targeted, where, when and how; diversifying membership; maintaining intern class size and membership levels.

In response to the question of whether the potential for new members from Southern Brazoria County had been “tapped out,” Carolyn commented that we need better PR to get the word out regarding the myriad activities in which COT is involved—our focus has been on children, but that is not all that we do. Dave said that we need a brochure that promotes and accurately represents Master Naturalists and we should offer to help Dick in publicizing training and COT in general. Additionally, Kristine would like to obtain from Pete and Peggy data listing all COT activities.

Finally, Carolyn said that she will contact the two interns who dropped out of this year’s class to determine whether they will finish training in the next class.

Volunteer Project, Public Outreach, and Activity Request Review—Kristine presented the following upcoming projects, outreach and/or status updates on behalf of Oron Atkins:

- **Bobcat Woods Trail Boardwalk**—On-going, materials received, waiting for refuge personnel and equipment operators; check calendar; contact Oron Atkins oronatkins@comcast.net
- **Grass Mowing at SBNWR**—Mondays through Thursdays; contact Roland Davis roland_davis@fws.gov (no TMN calendar entry)
- **Gulf Coast Bird Observatory (GCBO) Native Plant Nursery Work Days**—Saturdays through end of August, 8:30 to 11:30 a.m. Contact Chris Kneupper kneupper@bazorianet.com
- **TCWP at Exploration Green (Clear Lake) Nursery Work Days**—August 10, 8:00 to 11:00 a.m. Contact Mary Carol Edwards, 281-989-5517
- **TCWP at Gulf Coast Bird Observatory (GCBO) Work Day**—August 17, 8:30 to 11:30 a.m. Contact Chris Kneupper kneupper@bazorianet.com
- **Louisiana Eyed Silkmoth Project**—To end of summer; contact Jennifer Wilson jennifer_wilson@fws.gov (no TMN calendar entry)

Advanced Training—Larry Ruhr stated that he is seeing an uptick in AT offerings and will present a current list at the General Meeting. He also indicated that he will start posting to the calendar some non-traditional AT opportunities that may appeal to at least some members. Larry asked whether AT can be color-coded on the calendar and a brief discussion ensued. After the meeting, Neal McLain notified board members via email that the easiest solution would be to preface entries with a code, e.g., AT or VT, to make them more visible.

Outreach—Ruby Lewis remarked that she had just submitted updated June and July impact data and had learned that 2,982 participants had been impacted in that period. She further mentioned the following, upcoming events:



- **Brazos Mall Event**—August 12. Ruby will call volunteers
- **Boy Scout Meeting**—August 19. Ruby will handle
- **Gulf Coast Bird Observatory (GCBO) Xtreme Hummingbird Extravaganza**—September 16 and 23, 8:00 a.m. to 12:00 p.m. Ruby Lewis TMN contact; Tricia Patton GCBO contact, tpatton@gcbo.org

Chapter Host—Pam West asked to purchase one or two shelves for use at AgriLife for COT storage if John O’Connell does not have anything that could be used for this purpose and board members approved. She also announced that the following COT members were scheduled to provide snacks at the August General Meeting:

Jim Calvert
Marty Cornell

Mel McKey
Larry Ruhr

Rob Salzer

Publications—Neal McLain provided the following information regarding publications:

Newsletter

- The August issue, according to Lisa, will be published on Monday, August 7, via the Google group, with a review copy to the board on August 6 (or earlier). All submissions must be received by Lisa by 5 p.m. on Friday, August 4

Website

- Routine updates to homepage and AT page
- Added Bryan Adams to the *In Memoriam* page; although Bryan was not a chapter member, he was added because of his close association with COT
- VPALs page still needs revision to replace timesheet codes with VMS codes
- Neal will change the webpage to indicate the board meeting start time of 9 a.m.

Media Library

- No changes, but Joycelynn Grigson has yet to return a book she borrowed two years ago: *Lower Brazos River Canals*. Neal may try to obtain another copy from the author.

Kristine said that Ellen Lasseter had tentatively agreed to take over the job of Webmaster.

Speakers Bureau—In the absence of Jimmy Salinas, Kristine noted that she is scheduled to speak at two, upcoming events: Lions Club and AARP meetings.

Intern Representative—Bill Ahlstrom informed the board that he attended the recent CPR class offered at Brazoria College and found it interesting.

Past President—Dave Brandes announced that he had finished the upgrade of the COT computer to Windows 10 Pro and Office Standard 2016. It will be used as a backup to the computer now used for COT meetings and provided by John O’Connell.



Cradle of Texas Board Action Register				
Open Action Item	Who?	Due Date?	Complete/Pending	Comments
Organize a four-hour member event consisting of several AT-eligible sessions	Larry Ruhr Jill Carroll	End Sept. for event	Pending	COT has had similar events in the past for general education and to provide an opportunity for AT hours; planning is underway; will likely consist of a “dry run” of the COT presentations for the state meeting; attendees will be able to attend one or more presentation modules
Explore what general liability coverage we do and do not have; arrange for a guest speaker to explain exposure to the board	John O’Connell	Sept.	Pending	To explore whether we need general liability coverage and in what amount; deferred in John’s absence
New Action Item(s) Added at August Meeting	Who?	Due date?	Complete/Pending	Comments
none				

President: Kristine asked members how much time they need to present at the General Meeting and adjourned the Board Meeting at 11:16 a.m.

Respectfully submitted,
 Lisa Ladd Myers, Secretary



Date 2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Elected Board Members													
Rivers, Kristine	X	X	X	X	X	X		X					
Carroll, Jill	X	X	X		X	X							
Sabathier, Don	X	X		X	X	X		X					
Myers, Lisa	X	X	X	X	X	X		X					
Advisor(s)													
O'Connell, John	X	X	X		X	X							
Appointed Board Members													
Atkins, Oron	X	X	X	X	X	X	N						
Barrios, Ed	X		X	X			O						
Brandes, Dave	X	X		X	X	X		X					
Lewis, Ruby	X	X		X	X		M	X					
May-Monie, Carolyn	X					X	E	X					
McLain, Neal	X	X	X		X	X	E	X					
Romfh, Peggy	X	X	X		X	X	T						
Romfh, Pete	X	X	X		X	X	I						
Ruhr, Larry	X	X	X	X	X	X	N	X					
Salinas, Jimmy						X	G						
Schaffhausen, Dick		X		X	X								
West, Pam	X		X	X	X	X		X					
Training Class Representative(s)													
Ahlstrom, Bill (2017)						X		X					
Green, Judy (2016)	X	X		X	X								
Guest(s)													
Jerry Eppner	X												
Jimmy Salinas			X										