



**TMN-COT BOARD MEETING**  
**Wednesday, April 4, 2018, 9:04 a.m. – 10:52 a.m.**  
**AgriLife Extension Building—Angleton, Texas**

**President:** Kristine Rivers called the meeting to order, presented the agenda at 9:00 a.m., and requested additions or corrections.

**Attendance—**

<b>Elected Members of Board</b>	<b>Present</b>	<b>Appointed Members of Board</b>	<b>Present</b>
Kristine Rivers (President)	X	Peggy Romfh (Membership)	X
Bill Ahlstrom (Vice-President/Programs)	X	Pete Romfh (Membership)	X
Lisa Myers (Secretary)	X	Neal McLain (Publications)	X
Don Sabathier (Treasurer)	X	Oron Atkins (Volunteer Services)	
		Larry Ruhr (Advanced Training)	X
<b>Board Advisors</b>		Carolyn May-Monie (Training)	X
John O'Connell (AgriLIFE Extension)	X	Pam West (Chapter Host)	X
		Ruby Lewis (Outreach)	X
<b>Guests</b>		Jimmy Salinas (Speakers Bureau)	X
		Richard Schaffhausen (Publicity)	X
		Bob Whitmarsh (Intern Representative)	X
		Connie Stolte (State Representative)	
<b>Quorum</b>	<b>Yes</b>	Dave Brandes (Past-President)	

**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	Vote
Approve the March General Meeting and Board Meeting Minutes	Peggy Romfh	Neal McLain	Minutes approved by voice vote of Board members present

**Motions—**

Motion	Motion to Approve	Motion Seconded	Vote
None			

**Action Register Review** was led by Kristine Rivers [see *COT Board Action Register items at end of minutes*].

**Treasurer's Report—**Don Sabathier presented the March 2018, financial information, below.

### 1 March – 31 March 2018, COT Treasurer Report

<b><u>Beginning Balance</u></b>	\$ 7,016.03
Revenue Summary	\$ 1,203.97 <sup>1</sup>
Interest	\$ 0.82
Expense Summary	(\$ 19.95)
<b><u>Ending Balance</u></b>	\$ 8,200.87

<sup>1</sup> \$1,000 in funds matching volunteer hours received from ConocoPhillips

Don indicated that 15 out of 112 members had not yet paid 2018 dues.

Carolyn shared the Intern Training Class cost analysis she had prepared and which showed a cost per intern of \$90.94 (does not include dues). John O'Connell suggested setting up an on-line payment option for the intern registration fee. Neal said he would investigate how to do it on the TMN-COT website, and Kristine offered to provide the code necessary. This discussion led to the issue of whether to move COT's website to the software recommended by the State; Neal indicated that there were benefits and limitations.

**2017 Annual Report Addendum**—Kristine asked for help in reviewing the document provided by State, and Peggy volunteered.

**2018 CMOP (Chapter Management and Operating Protocols) and COH (Chapter Operating Handbook Template) Review**—Kristine announced that State wants input from chapters on the 2018 CMOP by the summer. She asked for a volunteer to help Connie review and prepare comments on the documents. There was a discussion as to whether the chapter should spend time reviewing the 2018 CMOP since the Chapter's past, suggested changes have not been incorporated.

### BOARD REPORTS

**Programs**—Bill Ahlstrom confirmed the following, previously-announced General Meeting and Nature Notes speakers:

- **April**—Michael Eason, "Wildflowers of Texas"; Nature Notes: Kristine Rivers, "Woodpeckers" (Eason will offer for sale at \$28 some advance copies of his new book)
- **May**—Brian Miles, "Mammoths and the Ice Age in Brazoria County"; Nature Notes: Neal McLain, "Brazoria County Historic Oaks" (*Note: Marty Cornell was the Nature Notes speaker announced at the meeting; the speaker was later changed to Neal McLain.*)

Bill indicated that no speakers for other months have yet been confirmed, but he was pursuing the suggestions made at last month's Board Meeting. Jimmy stated that he had been in touch with a potential speaker on the topic of marine-mammal restoration and monitoring. Don suggested that Bill contact the speaker coordinator for the TMN Galveston chapter, who may be able to help in securing a speaker on the topic of the night sky, and Bob suggested that Bill get in touch with the geology specialist at the Brazosport Museum of Natural Science. Neal offered to do a Nature Notes on historic oaks.



**Secretary**—Lisa Myers again requested that Board members reporting at meetings send a copy of their reports to her in advance. Lisa also indicated that she will again circulate Migration Celebration volunteer sign-up sheets at the General Meeting.

**Membership**—Pete and Peggy Romfh presented the following impact data, VT and AT information, and award recipients for the April General Meeting and added that the figures do not include the latest Birds of Prey data. Peggy noted that COT had twice as many recertifications so far this year versus the same period last year. She further indicated that members had to date entered over 900 volunteer hours worked on Bobcat Woods Trail. Kristine mentioned that she would like to place a sign(s) at the trail to note COT’s contribution.

Impact Data	# Adults	# Youth	Total
<b>YTD Totals—March 31</b>	2,424	9,073	11,497

Period	VT Hours	AT Hours	# of Volunteers
<b>YTD Totals—March 31</b>	4,086	783	90

Recertification 2018 (Ocelot Pin)	250-Hour Milestone (Bronze Dragonfly Pin)	1000-Hour Milestone (Gold Dragonfly Pin)	4000-Hour Milestone (Polished Gold Dragonfly with Ruby Pin)
Bill Ahlstrom Oron Atkins Ed Barrios Mike Bettorf John Boettiger Dave Brandes Jim Calvert Susan Conaty Judy Green Ellen Lasseter Mike Lasseter Candace Novak Chip Sweet George Valadez	George Valadez	Lisa Myers	Carolyn May-Monie

**Training**—Carolyn May-Monie, after previously reporting costs for intern training, added that she was pleased that costs were less than the registration-fee charged.

**Volunteer Project, Public Outreach and Activity Request Review**—In Oron Atkins’ absence, Lisa reported the following:

- **Exploration Green Nursery/Wetland Work Day**—April 12, 9 a.m. to 12 p.m.; contact Mary Carol Edwards
- **Exploration Green Nature Park**—April 14, 21, May 5, 19; 9 a.m. to 12 p.m.; contact Mary Carol Edwards
- **TCWP at GCBO Work Day**—April 19, 9 a.m. to 12 p.m.; contact Chris Kneupper

- **GCBO Native Plant Work Day**—Every Saturday until further notice, 9 a.m. to 12 p.m.; contact Chris Kneupper
- **Bobcat Woods Trail at SBNWR**—Need volunteers to finish boardwalk work by Migration Celebration deadline; see Calendar for scheduled work days; contact Oron Atkins
- **Water Fairs**—April 18 and 19, and April 24 and 25
- **Migration Celebration at SBNWR**—April 4 (Photo Contest judging 12-6 p.m. at AgriLIFE); April 13 at 5:30 p.m. (Kickoff Dinner at RiverPlace, Freeport); April 20 (set up at SBNWR at 9 a.m. until done); April 21 and 22 (event); April 23 (clean up 9-11 a.m.)
- **TWA Science Outreach**—April 18 and 19.

**Advanced Training**—Larry Ruhr indicated that he had added Sea Turtle Patrol training dates to the Calendar. Larry again mentioned that he is hesitant to put items on the Calendar too far in advance, too far away, or that charged a fee. It was suggested that such opportunities could be sent to the membership via email versus a Calendar posting; items costing under \$30 might be posted; items past the greater-Houston limits should not be posted—perhaps notify members via email or at General Meetings. Kristine expressed her desire to continue listing upcoming AT opportunities on a PowerPoint slide at General Meetings.

**Outreach**—Ruby Lewis set up for Board members to view two display boards used for Public Outreach and noted that there was a huge turnout at the March 30 Brazos Mall event—approximately 2,000 impacted.

Ruby then noted upcoming outreach and volunteer opportunities, as follows:

- **DEEP at BNWR**—April 5, 26, May 1, 10
- **Spring Fling Host Station at GCBO Quintana Neotropical Bird Sanctuary**—April 7 through May 7; morning and afternoon shifts; training April 4 at 1 p.m.; contact Peggy and Pete Romfh (all shifts have been assigned)
- **Epiphany Lutheran Church Spring Fair, Pearland**—April 14 (presentations only)
- **Brazos Mall**—April 14, times TBA; to promote Migration Celebration
- **Career Day at Alvin Elementary School**—April 19; Ruby with Bryan Frazier
- **Kids Fishing Derby at Alvin Resoft Park**—May 5, 8:30 a.m. to 12:30 p.m.; contact Mike Mullenweg (Mike will explain at May General Meeting)
- **Camp Wild in Galveston**—June 4-8 (participating on June 4 only with Galveston TMN)
- **Nature Camp at Camp Mohawk County Park**—June 18-21
- **Nature Camp at Quintana Beach County Park**—July 16-19.

Ruby informed the Board that she had been contacted by Michelle Crowell, an eighth-grade teacher at Clute Intermediate School who is trying to expand a LANS program at SBNWR via an “Investigation Day” on April 18 and 19 that would include multiple stations (similar to DEEP). After a brief discussion, the Board decided that COT could not participate given the short notice and upcoming Migration Celebration.

**Publications**—Neal McLain provided the following information regarding publications:

**WEBSITE**

- Updated Advanced Training page for 2018  
<http://tmn-cot.org/Advanced/index.html>
- Updated the Intern Training page for 2018 to include meeting schedule and links to additional information  
[http://tmn-cot.org/Intern\\_Training/index.html](http://tmn-cot.org/Intern_Training/index.html)
- Revised Personnel Contacts page to identify Connie Stolte as State Representative  
<http://tmn-cot.org/Personnel/index.html>
- Added adspots for Migration Celebration and Public Birds of Prey Programs  
<http://migrationcelebration.org/>  
<http://birdsofpreytexas.org>

**FOBWR WEBSITES**

- Added the same two adspots to Friends and Birds of Prey Texas websites (addresses above)

**NEWSLETTER**

- March Issue went out on schedule
- April issue publication schedule:
 

Wednesday April 4	Board Meeting
Friday April 6	Submission deadline
Sunday April 8	Review draft posted for Board Review
Monday April 9	Publication

**Publicity**—Dick Schaffhausen noted that he intends, at the General Meeting, to ask members to send him photos that can be used for promoting COT and its activities. He added that the COT Facebook page has approximately 300 followers.

**Board Advisor**—John O’Connell reminded the Board of AgriLIFE’s volunteer appreciation picnic on April 12; he will have flyers at the General Meeting.

Cradle of Texas Board Action Register				
Open Action Item	Who?	Due Date?	Complete/Pending	Comments
Promote Fall Intern Training Class	Neal McLain, Kristine Rivers, Dick Schaffhausen Jimmy Salinas	Ongoing	Pending	Perform outreach to area community colleges and other groups not previously contacted; explore whether colleges would give credit for attendance; explore whether teachers would give extra credit for class or individual sessions (if there is space) Change to fall class is permanent and AgriLIFE meeting room will be reserved as a reoccurring event for 2019 and after. Carolyn May-Monie finalized and published presenter schedule; Dick Schaffhausen will disseminate press release



				<p><b>March meeting:</b> Push for new interns at Migration Celebration; have a volunteer spokesperson in the TMN-COT booth; have a sign-up sheet and follow-up with interested persons; possibly make a big poster</p> <p><b>April meeting:</b> Jimmy contacted Mickey Dufilho, who teaches at Brazosport College; Ruby and Carolyn have names of a couple of potential interns</p>
COT should hold an annual, Bonus AT Event, if possible	Larry Ruhr, Jimmy Salinas, Bill Ahlstrom	Ongoing	Pending	<p>Given the success of the January 20 Bonus AT Day, the Board would like to promote an annual event—perhaps on a smaller scale</p> <p><b>April meeting:</b> Larry will solicit input regarding topics/format from members via a short survey (on-line and/or General Meeting); perhaps have members “vote” on a whiteboard</p>
Investigate the use of a Brazoria County Fairgrounds building for General Meetings and/or Bonus AT Day if/when COT outgrows AgriLIFE meeting room	John O’Connell Visit: Kristine Rivers, Bob Whitmarsh, Pam West, Lisa Myers	Ongoing	Pending	<p>John will set up a time for a group to visit and evaluate for size, kitchen, audio/visual</p> <p><b>April meeting:</b> Fairgrounds building has capacity of 150; has tables, chairs, kitchen, limited bathroom facilities; no cost to COT</p>
Begin development of an annual budget; review, adjust and implement in 2019	Don Sabathier with input from Board	Sept.	Pending	<p>For planning and accountability; Don sent 2017 spreadsheets to the Board; State reporting dates are firm and reports require 1 of 2 software packages; more input from Board is needed</p>
Provide lunch to new COT interns, training team and invited Board Members on Day 1 of training; cost to be determined	Pam (research)	July	Pending	<p>As a welcome to new interns; need to determine who will provide and cost</p>
Investigate Texas Sea Grant State Office habitat-restoration reporting required each Jan. 1 and how best to meet them	Peggy Romfh Pete Romfh	Ongoing	Pending	<p>Need input from John and various others;</p> <p><b>April meeting:</b> Peggy can provide information from VMS; suggested once per year as a lookback; more often would be difficult</p>



<b>NEW Action Item(s) Added at April Meeting</b>	<b>Who?</b>	<b>Due date?</b>	<b>Complete/ Pending</b>	<b>Comments</b>
Create an on-line Intern Training Class registration form and payment option	Kristine Rivers, Neal McLain	ASAP	Pending	To make it easier and faster for interested persons to register
Revise the COT trifold used to promote/attract Interns	Lisa Myers	By Apr 14	Pending	Revise existing "Your Guide to being a TMN" handout to promote next Training Class; need copies in time for April 14 Brazos Mall outreach
Review of 2018 CMOP	Connie Stolte, Kristine Rivers	June	Pending	Connie will coordinate the review; set up a committee, if needed; determine input to be provided to State

**President:** Kristine asked members how much time they need to present at the General Meeting and adjourned the Board Meeting at 10:52 a.m.

Respectfully submitted,

Lisa Ladd Myers, Secretary



Attendance Date 2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Elected Board Members</b>													
Rivers, Kristine	X	X	X	X									
Ahlstrom, Bill	X	X	X	X									
Sabathier, Don	X	X	X	X									
Myers, Lisa	X	X	X	X									
<b>Advisor(s)</b>													
O'Connell, John	X	X	X	X									
<b>Appointed Board Members</b>													
Atkins, Oron	X	X											
Barrios, Ed		-	-	-	-	-	-	-	-	-	-	-	
Brandes, Dave		X	X										
Lewis, Ruby	X		X	X									
May-Monie, Carolyn	X	X	X	X									
McLain, Neal	X	X	X	X									
Romfh, Peggy		X	X	X									
Romfh, Pete		X	X	X									
Ruhr, Larry	X	X		X									
Salinas, Jimmy	X	X		X									
Schaffhausen, Dick	X	X	X	X									
Stolte, Connie	-	X											
West, Pam	X	X	X	X									
<b>Training Class Representative(s)</b>													
Whitmarsh, Bob (2017)	-	X	X	X									
<b>Guest(s)</b>													