



TMN-COT BOARD MEETING
Wednesday, May 2, 2018, 9:00 a.m. – 11:00 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—

Elected Members of Board		Present	Appointed Members of Board		Present
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)		X
			Larry Ruhr (Advanced Training)		X
Board Advisors			Carolyn May-Monie (Training)		X
John O'Connell (AgriLIFE Extension)			Pam West (Chapter Host)		X
			Ruby Lewis (Outreach)		X
Guests			Jimmy Salinas (Speakers Bureau)		X
			Richard Schaffhausen (Publicity)		X
			Bob Whitmarsh (Intern Representative)		X
			Connie Stolte (State Representative)		X
Quorum		Yes	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 April General Meeting and Board Meeting Minutes	Peggy Romfh	Don Sabathier	Minutes approved by voice vote of Board members present

Motions—

Motion	Motion to Approve	Motion Seconded	Vote
Subscribe to Constant Contact for email-group management to solve ongoing problems some members with Comcast are experiencing	Carolyn May-Monie	Larry Ruhr	Motion approved by 15 members present with one abstention

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 April 2018, financial information, below. Don also asked if the Board wished to renew the directors' and officers' Insurance policy and the Board agreed to renew.

1 April – 30 April 2018, COT Treasurer Report

<u>Beginning Balance</u>	\$ 8,200.87
Revenue Summary	\$ 709.99 ¹
Expense Summary	(\$ 95.13)
<u>Ending Balance</u>	\$ 8,815.73

¹ Includes \$600 in dues (one lifetime membership and one member paid four-years' dues)

Longacres Ranch VPAR—Oron circulated copies of the VPAR form for Longacres Ranch. They are looking to develop a program like Brazoria National Wildlife Refuge's DEEP with unspecified assistance from COT. Peggy voiced concern as Longacres appears, from its webpage, to be a private entity. Oron will get more information.

Intern Recruiting Trifold—*See action item.*

Boy Scout Troop 446—Kristine indicated that the troop had contacted COT and was looking for volunteer projects on which to work. Lisa and Oron both replied to the troop with suggestions and emails of persons to contact. Additional suggestions made at the meeting included the floating island projects, Nature Camp at Camp Mohawk County Park and Nature Camp at Quintana Beach County Park, and Oron stated that he would provide the troop with Bryan Frazier's contact information.

Email Problems—Kristine noted that Comcast subscribers are once again not reliably receiving COT Google Group emails, and she would like to permanently solve the problem by using either a free service, such as Mail Chimp, or a fee-based service such as Constant Contact, which would cost approximately \$20 per month. After a brief discussion, the Board voted to subscribe to Constant Contact. *See motion, above.*

BOARD REPORTS

Programs—Bill Ahlstrom confirmed the following, General Meeting and Nature Notes speakers and some possible speakers:

- **May 9**—Brian Miles, "Mammoths and the Ice Age in Brazoria County"; Nature Notes: Neal McLain, "Brazoria County Historic Oaks"
- **June 13**—Dennis Jones, "Coastal Mammals"; Nature Notes: Bill Ahlstrom, "Terrestrial Lifelines"
- **July 11**—TBD, possibly astronomy topic (Galveston Bay Area Chapter VP Tim Long contacted, or possibly Dave Brandes or Judj James; Nature Notes: TBD)
- **August 8**—Heidi Whitehead of Texas Marine Mammal Stranding Network; Nature Notes: "Color Variation in Bird Plumage"
- **Future**—Seed collecting workshop with Michael Eason (½ classroom, ½ at Nash Prairie); David Daniels of the National Conservation Service; Palacios Research Station; Nature Notes idea: Bryan Frazier on animals no longer or scarce in the area and the impact of invasive species.

Kristine asked Bill to remind Nature Notes speakers to limit their presentations to 10 minutes so that the General Meetings can stay on schedule.

Membership—Pete and Peggy Romfh presented the following impact data, VT and AT information, and award recipients for the May General Meeting and added that 48 members had recertified to date—21 in April—and that the January Bonus AT Event was the contributing factor. Over half of active members who have submitted hours in 2018 to date have recertified. She added that 92 of 111 active members have so far reported volunteer time this year. Those who have not paid dues and/or not reported any hours this year were contacted to determine their status.

Carolyn May-Monie offered to present membership information and awards as Pete and Peggy will not be able to attend the May General Meeting.

Impact Data	# Adults	# Youth	Total
YTD Totals—April 30	5,401	13,209	18,610 ¹

Period	VT Hours	AT Hours	# of Volunteers
YTD Totals—April 30	7,072 ²	467	92

¹ Does not include Birds of Prey Program data from mid-March on.

² Does not include some April event hours; also, some people enter only enough hours to recertify each year.

Recertification 2018 (Ocelot Pin)			250-Hour Milestone (Bronze Dragonfly Pin)	500-Hour Milestone (Silver Dragonfly Pin)
Barbara Burkhardt	Tom Morris	Jimmy Salinas	Bill Ahlstrom Chip Sweet	Donna Graham John Minkert
Cindy Goodrum	Mike Mullins	Dick Schaffhausen		
Donna Graham	Sheree Muzny	Ken Sluis		
Jackie Hicks	Jo Myers	Linda Sluis		
Edgar Johnson	Herb Myers	Pam West		
Vicki Kirby	Leo Novak	Bob Whitmarsh		
Chris Kreupper	Larry Peterson	Lorna Witt		

State Representative—Connie indicated that she had reviewed the State Chapter Management and Operating Protocols and recommended that board members review it as well in order to be familiar with its content.

Training—Carolyn May-Monie noted that the training team was meeting today at 11 a.m.

Volunteer Project, Public Outreach and Activity Request Review—Oron Atkins reported the following and indicated that most items listed are recurring activities:

- **Exploration Green Nursery/Wetland Work Day**—May 19, June 7, 9 a.m. to 12 p.m.; contact Mary Carol Edwards
- **TCWP at GCBO Work Day**—May 17, 9 a.m. to 12 p.m.; contact Chris Kneupper
- **GCBO Native Plant Work Day**—Every Saturday for at least the next six months, 9 a.m. to 12 p.m.; contact Chris Kneupper
- **Bobcat Woods Trail at SBNWR**—Boardwalk is nearing completion with two more straight sections left; see Calendar for scheduled work days; contact Oron Atkins
- **Yucca Project Chocolate Bayou Unit**—Practice/training, May 7 and May 9; project nights, May 10, 13, and 15; location and times for both parts TBA; contact Thomas Adams. The purpose of the project is to promote the setting of fruit so that seeds can be collected to definitively identify it; the plants must be pollinated manually since they are not pollinating naturally. Six volunteers are needed for approximately three hours per night from about 9:00 p.m. to 12:00 a.m. Oron will get information about additional training possibilities
- **DEEP**—May 17 and 22.

Outreach—Ruby Lewis noted that there were eight activities in April in addition to those usually scheduled due to Earth Day and other celebrations.

Publications—Neal McLain provided the following information regarding publications:

WEBSITE

- Routine updates (mostly homepage, AT page, and minutes page)
<http://tmn-cot.org/Advanced/index.html>
- Added photos of MC 2018 Kickoff dinner
<http://mc-2018.blogspot.com/>

NEWSLETTER

- April issue went out on schedule
- May issue publication schedule:

Wednesday May 2	Board Meeting
Friday May 4	Submission deadline
Sunday May 6	Review draft posted for Board Review
Monday May 7	Publication

ADMINISTRATIVE

- Asked Bill Ahlstrom to take over the job of creating the monthly meeting announcements
- Added Larry Peterson to Board email list so he'll get meeting agendas.



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	<p>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)</p> <p>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> <p>March meeting: 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>April meeting: Jimmy Salinas contacted Mickey Dufilho, who teaches at Brazosport College; Ruby and Carolyn have names of a couple of potential interns</p> <p>May meeting: Two people have to date applied/paid for training; approximately 18 names of potential interns have been gathered at recent events, and Carolyn will contact them; Dick has received no “testimonials” from recent interns to use in promotion</p>
COT should hold an annual, Bonus AT Event, if possible; solidify theme/topic(s) by June Board Meeting and timeframe to develop/organize	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>April meeting: Larry will solicit input regarding topics/format from members via a short survey (online and/or General Meeting); perhaps have members “vote” on a whiteboard</p> <p>May meeting:</p> <ul style="list-style-type: none"> • Send topic/theme/agenda ideas to Larry • Informal survey at April General Meeting: members prefer full-day event (very few responded) • Contact Dennis Jones regarding ornithology presentation • Suggestion to focus on citizen science projects and include training • Suggestion to possibly include a webinar module and a (live) moderator • Suggestion to reach out to nearby TMNs for presenters



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	John will set up a time for a group to visit and evaluate for size, kitchen, audio/visual April meeting: Fairgrounds building has capacity of 150; has tables, chairs, kitchen, limited bathroom facilities; no cost to COT Post May meeting update: John, Kristine, Pam and Lisa visited fairgrounds on May 9 and gathered information
Begin development of an annual budget; review, adjust and implement in 2019	Don Sabathier with input from Board	Sept	Pending	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 May meeting: Don does not think COT needs to use a software accounting package as suggested to chapters by State; spreadsheets meet our needs
Provide lunch to new COT interns, training team and invited Board Members on Day 1 of training; cost to be determined	Pam West (research)	July	Pending	As a welcome to new interns; need to determine who will provide and cost
Investigate Texas Sea Grant State Office habitat-restoration reporting required each Jan. 1 and how best to meet them	Peggy Romfh Pete Romfh	Ongoing	Complete	Need input from John and various others; April meeting: Peggy can provide information from VMS; suggested once per year as a lookback; more often would be difficult
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	Complete	Revise existing "Your Guide to being a TMN" handout to promote next Training Class; need copies in time for April 14 Brazos Mall outreach April meeting: Completed and John O'Connell approved expenditure of color copies for mall and Migration Celebration events May meeting: How to make enough reasonably-priced



				copies to use for promotion, e.g., distribution to all Brazoria libraries, to museums, chambers of commerce, etc.; perhaps create an 8-1/2x11" poster Post May meeting: John can usually make 200 color copies per month for COT
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 May meeting: Connie's review— <ul style="list-style-type: none"> • Audit period is not specified but is required prior to the last chapter meeting of the year; therefore, would need to be in November for COT • Board decided that it will continue current accounting procedures • When State has finalized CMOP, make it available on-line for members to review

NEW Action Item(s) Added at May Meeting	Who?	Due date?	Comments
<i>(Added to pending item on annual, Bonus AT Event); solidify theme/topic(s) by June Board Meeting and timeframe to develop/organize</i>	Board to email ideas to Larry	June	See above
Subscribe to Constant Contact for email-group management	Kristine Rivers	June	To solve on-going problems some members with Comcast are experiencing

President: Kristine asked members how much time they need to present at the General Meeting and adjourned the Board Meeting at 11:00 a.m.

Respectfully submitted,

Lisa Ladd Myers, Secretary



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