



TMN-COT BOARD MEETING
Wednesday, August 1, 2018, 9:07 a.m. – 11:03 a.m.
AgriLIFE Extension Building, Angleton, Texas

Vice President: Bill Ahlstrom called the meeting to order and began the meeting until President Kristine Rivers arrived a few minutes later.

Attendance—

Elected Members of Board	Present	Appointed Members of Board	Present
Kristine Rivers (President)	X	Peggy Romfh (Membership)	
Bill Ahlstrom (Vice-President/Programs)	X	Pete Romfh (Membership)	
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)	
Guests		Ed Peebles (Speakers Bureau)	X
		Richard Schaffhausen (Publicity)	X
		Bob Whitmarsh (Intern Representative)	X
		Connie Stolte (State Representative)	X
Quorum	Yes	Dave Brandes (Past-President)	X

Secretary—Lisa Myers stated that the July 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 July General Meeting and Board Meeting Minutes	Dave Brandes	Don Sabathier	Minutes 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 Item	Who?	Comments
Create an on-line Intern Training Class payment option for registration fee	Kristine Rivers, Neal McLain	Postponed until next year as it is too late to implement this year
Submit Annual Report to State	Kristine Rivers	Sent
Ask Melissa Alderson for the current Texas Water Specialist qualifications	Pete Romfh, Peggy Romfh	Received current information from State; Peggy compiled the information into a document to be published in the August newsletter and on the Website



Send 20 th Anniversary video release forms to State	Lisa Myers	Sent on July 20, 2018
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Treasurer’s Report—Don Sabathier presented the July 2018, financial information, below.

1 July – 31 July 2018, COT Treasurer Report

<u>Beginning Balance</u>	\$ 8,153.81
Revenue Summary	\$ 24.80
Expense Summary	(\$ 25.00)
<u>Ending Balance</u>	\$ 8,153.61

Longacres Ranch VPAR—Oron Atkins has asked John O’Connell for insight regarding this organization as AgriLIFE is listed as their only sponsor. Oron noted that Longacres holds both public and private events and Dave Brandes added that school groups are not charged, and he asked whether the TMN Coastal Prairies Chapter (located in the same county) was aware that COT had been contacted by Longacres.

Coastal Prairie Chapter Event—Oron informed Coastal Prairie that COT is available to do leaf prints and snakes. Regarding whether canopies are provided by the host, Dave Brandes noted that we brought our own in the past; Oron will check with Coastal Prairie.

BOARD REPORTS and OTHER TOPICS

Programs—Bill Ahlstrom noted the following speakers for upcoming chapter meetings:

- August—Heidi Whitehead, Executive Director of the Texas Marine Mammal Stranding Network: *Conserving Marine Mammals on the Texas Coast*
 Nature Notes: Mike Mullins, “Beach Trash” [Note: later changed to Marty Cornell, “What Makes Birds of a Feather?”]
- September—Dr. John Jacob, Director, Texas Coastal Watershed Program, Professor and Extension Specialist, TAMU Sea Grant Program and the Texas AgriLIFE Extension Service: speaking on geoscience and wetland topics in Brazoria County and beyond
- October—TBD
- November—Under consideration is an on-site presentation about migrating birds (fall migration and other avian species, trends, Christmas Bird Counts, hawk watch, other) at the Brazoria National Wildlife Refuge or Quintana Beach County Park.

Cactus Moth Update—Bill Ahlstrom said that he had found what may be a cactus moth off Route 35 near Holiday Lakes. Pending a final plan for eradication of the moth, volunteers and others are continuing the Brazoria County survey and will monitor indefinitely. More volunteers are needed.

Training—Carolyn May-Monie indicated that the training team is ready. The team will be providing snacks for the initial training class and a pizza lunch and salad is planned. Board members are welcome to bring snacks and/or desserts. This year’s class so far consists of 10 people with varied

backgrounds. Carolyn added that this will be her final class as Training Director and recommended that a new director be identified as soon as possible so that he/she can observe this year's class.

2019 Bonus AT Event—Kristine Rivers said that reserving the Brazoria County Fairgrounds Sebesta Building to ensure that COT would not be bumped would entail a \$500 rental fee, a \$300 security deposit and \$175 for insurance. Given the high cost of securing the building, Kristine and others suggested various other venues including: Angleton or Lake Jackson Recreation Centers, Jasmine Hall, Freeport RiverPlace, and the Stephen Austin Park meeting room. A brief discussion of suitability and prices followed, and Pam West offered to conduct research on venues.

Membership—In the absence of Pete and Peggy Romfh, Lisa Myers presented the following impact data, VT and AT information, and award recipients for the August General Meeting.

Impact Data	# Adults	# Youth	Total
YTD Totals—July 31	9,714	29,575	39,289

Period	VT Hours	AT Hours	# of Volunteers
YTD Totals—July 31	11,582	1,250	96

Recertification 2018 (Ocelot Pin)	500-Hour Milestone (Silver Dragonfly Pin)
Roger Allen John Minkert Rainbo Johnson Pam Peltier Jerry Krampota	Elaine Crews

State—Connie Stolte reported on the following topics that were presented during the July 9 state representative conference call, which she did not participate in but for which she received notes:

- **Texas Master Naturalist 2018 Annual Meeting on October 26-28 in Georgetown:** On-line registration is now open for the 20th anniversary meeting, which will include over 150 sessions and 30 field trips, various contests, and a fundraising gala with auctions, silent auction (items needed). Connie added that she cannot attend the Annual Meeting, and Kristine stated that she would be going and would attend the State Representative meeting.
- **20th Anniversary Project:** State needs volunteers to transcribe oral histories.
- **Annual Report Addendum:** Kristine stated that she had submitted the report.
- **ListSERV:** State Representatives should remind members to sign up; Neal has a link on the Website with sign-up information.
- **CMOP and COH Review:** Connie indicated that she had reviewed the CMOP and does not have any input; she has asked Ed Barrios for his advice; a final draft is expected from State in November.

Volunteer Project, Public Outreach and Activity Request Review—Oron Atkins presented the following activities:

- **Exploration Green Nursery / Wetland Work Day**—August 9, 8-11 a.m.; contact Mary Carol Edwards
- **TCWP at GCBO Work Day**—August 16, 8-11 a.m.; contact Chris Kneupper
- **GCBO Native Plant Work Days**—every Saturday until further notice, 9 a.m. to 12 p.m.; contact Chris Kneupper
- **Pearland Natural Resources Work Day**—First Thursday each month; contact Cullen Onracek
- **Smith Point Hawk Watch**—Daily, August 1 through November 15, 8 a.m. to 4 p.m.; contact Sue Heath
- **Bobcat Woods Trail**—The next boardwalk-construction phase is being planned; see TMN Calendar for scheduled work days
- **GCBO Xtreme Hummingbird Xtravaganza**—September 8 and 9; 8 a.m. to 12 p.m.

Outreach—In Ruby Lewis' absence, the following, upcoming activities were carried forward from last month:

- **Fill the Gap**—August 8, 6 p.m.
- **KBR Kids Day**—Guadalupe Plaza Park, October 13, 11 a.m. to 3 p.m.
- **Seabourne Nature Festival**—Rosenberg, November 3, 10 a.m. to 4 p.m.

Advanced Training—Larry Ruhr indicated that this is a slow period for AT and he is actively seeking opportunities. He has not received many inquiries from members.

Speakers Bureau—Ed Peebles provided an overview of his vision for the speakers bureau, the goal of which is to increase awareness of COT and to create a library of presentations for speakers to use. The following were briefly outlined:

PAMPHLET/POSTCARD

- Raise awareness in locations not already served, including the north end of Brazoria County
- Provides contact information for the speakers bureau
- Content: brief explanation of TMN; partners; available presentation topics; contact information; require one-month lead time for speaker
- Ed asked for design help.

LIBRARY OF PRESENTATIONS

- Verify as accurate and within COT scope; make available electronically to presenters but not the public
- Presentations uniform in appearance [e.g., title page and citations, length, PowerPoint format, complexity appropriate for audience (Child/Family, Intermediate, Advanced)]
- Include handouts, where applicable.

BUREAU WORK

- The “Bureau” will consist of presenters and presentation writers
Presenters:
 - Expected to be on time and dress professionally
 - Will be provided one-month advance notice
 - Will be responsible for logistics after accepting an event
 - Will be given a checklist for logisticsWriters:
 - Create presentations on various topics and at various complexity levels
 - Convert documents to PowerPoint presentations
- Members will be asked to create presentations for the library
- Presentations will be proofread and fact checked.

Lisa Myers recommended having a mechanism for audience feedback, and Connie Stolte suggested letting COT partners know that we offer a speakers bureau.

Publications—Neal McLain provided the following information regarding publications:

WEBSITE

- Routine updates to Advanced Training page
<http://tmn-cot.org/Advanced/index.html>
- Posted "Texas Water Specialist Program" on website linked from Index Page (permanent link) and homepage (temporary link)
<http://tmn-cot.org/sidepage.htm>
<http://tmn-cot.org/homepage.htm>
- Removed Salinas and added Peebles on the Board and Personnel Contacts pages
<http://tmn-cot.org/Board/index.html>
<http://tmn-cot.org/Personnel/index.html>

NEWSLETTER

- July issue went out on schedule
- August issue publication schedule:

Wednesday August 1	Board Meeting
Friday August 3, 5:00 PM	Submission deadline
Sunday August 5	Review draft posted for Board Review
Monday August 6	Publication



Cradle of Texas Board Action Register				
Open Action Item	Who?	Due Date?	Complete/Ongoing	Comments
Promote Fall Intern Training Class	Neal McLain, Kristine Rivers, Dick Schaffhausen, Edward Peebles	September	Ongoing	<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) 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> <p>July meeting: Kristine suggested a Facebook boost ad; Dick will handle [see Motion]. Ruby has passed all names collected at outreach events to Carolyn</p> <p>August meeting: Carolyn has 10 registrations so far; Dick has a Facebook ad running for approximately three more weeks; Don sent class information to a Pearland blog</p>
COT should hold an annual, Bonus AT Event, if possible; solidify theme/topic(s) and timeframe to develop/organize by August Board Meeting	Larry Ruhr, Edward Peebles, Bill Ahlstrom	August	Ongoing	<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 (on-line 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 <p>July meeting: Theme was announced at May General meeting—“A Little R & R” (scientific research and land and species resource management); it is now time to finalize partners and presentations (need a committee and an initial meeting time); Peggy: need to allocate time for displays;</p>



				suggested possible topics of shoreline reclamation, new yucca plant, cactus moth; Sebesta building at Brazoria County Fairgrounds will meet our needs and at no fee, but we could get bumped (secure right of first refusal and maybe pay if we have to); John is to follow-up on rental contract August meeting: see "2019 Bonus AT Event" on page 3, above
Begin development of an annual budget; review, adjust and implement in 2019	Don Sabathier with input from Board	Oct	Ongoing	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 July meeting: no further action taken yet August meeting: Don asked for budget information from each board member before the October meeting; Don will resend the 2017 financials file
Review of 2018 CMOP	Connie Stolte, Kristine Rivers	August	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 July meeting: no update in Connie's absence August meeting: Connie does not have any comments to provide; expects draft from State in November
Subscribe to Constant Contact for email-group management	Kristine Rivers	August	Pending	To solve ongoing problems some members with Comcast are experiencing July meeting: Kristine will handle as soon as possible August meeting: Kristine has set up; we need to provide proof of State of Texas non-profit status in order to get a discount
Add an additional COT Chapter Advisor	Kristine Rivers	ASAP	Pending	Must be a Texas Parks and Wildlife employee August meeting: Kristine will contact David Abrago at Sea Center Texas

NEW Action Item(s) Added at August Meeting	Who?	Due date?	Comments
None			



CRADLE OF TEXAS CHAPTER
AGRILIFE EXTENSION BLDG.
21017 CR 171, Angleton, TX 77515-8903
<http://tmn-cot.org>

President: Kristine adjourned the Board Meeting at 11:03 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		X	X					
Ahlstrom, Bill	X	X	X	X	X	D	X	X					
Sabathier, Don	X	X	X	X	X	I	X	X					
Myers, Lisa	X	X	X	X	X	D	X	X					
Advisor(s)													
O'Connell, John	X	X	X	X									
Appointed Board Members													
Atkins, Oron	X	X			X			X					
Barrios, Ed		-	-	-	-	-	-	-	-	-	-	-	
Brandes, Dave		X	X			N		X					
Lewis, Ruby	X		X	X	X	O	X						
May-Monie, Carolyn	X	X	X	X	X	T		X					
McLain, Neal	X	X	X	X	X		X	X					
Peebles, Ed	-	-	-	-	-		-	X					
Romfh, Peggy		X	X	X	X	M	X						
Romfh, Pete		X	X	X	X	E	X						
Ruhr, Larry	X	X		X	X	E		X					
Salinas, Jimmy	X	X		X	X	T	X	-	-	-	-	-	
Schaffhausen, Dick	X	X	X	X	X		X	X					
Stolte, Connie	-	X			X			X					
West, Pam	X	X	X	X	X		X	X					
Training Class Representative(s)													
Whitmarsh, Bob (2017)	-	X	X	X	X		X	X					
Guest(s)													
Edward Peebles							X						