



TMN-COT BOARD MEETING
Wednesday, November 7, 2018, 9:00 a.m. – 10:54 a.m.
AgriLIFE Extension Building, Angleton, Texas

President: Kristine Rivers called the meeting to order, presented the agenda and asked for 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
		Carolyn May-Monie (Training)	Exc.
Board Advisors		Pam West (Chapter Host)	X
John O'Connell (AgriLIFE Extension)		Ruby Lewis (Outreach)	X
		Ed Peebles (Speakers Bureau)	X
Guests		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 October 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 October General Meeting and Board Meeting Minutes	Don Sabathier	Bob Whitmarsh	Minutes approved by unanimous voice vote of Board members present

Motions—

Motion	Motion to Approve	Motion Seconded	Vote
Budget up to \$1,500 for expenses related to January 2019 Bonus AT Day	Larry Ruhr	Peggy Romfh	Motion approved by unanimous voice vote of Board members present
Allow up to 2 hours VT per day for rehabilitation of non-threatened/not of most concern	Pete Romfh	Connie Stolte	Motion approved by voice vote of Board members present with one abstention

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
Determine allowed VT time for animal rehab activities	Board	Determine if we are allowing enough VT for certain animal-rehab activities, particularly those conducted at home. Lisa Myers to obtain a breakdown of duties performed from Karen Leder November meeting: [see Motion, above]. Peggy noted that State announced at the annual meeting that changes are coming especially for animals not of most concern. Lisa said that we are currently giving full credit for transporting of such animals but not at-home care. Karen Leder asked for 4 hours/day credit during peak season and 2 hours/day during winter; Peggy advised that Karen break out all non-home hours and designate her home as an adjunct rehab site.

Treasurer’s Report—Don Sabathier presented the October 2018 financial information, below.

1 October – 31 October 2018, COT Treasurer Report

<u>Beginning Balance</u>	\$ 8,710.88
Revenue Summary	\$ 124.86
Expense Summary	(\$ 130.98)
<u>Ending Balance</u>	\$ 8,704.76

Don said that he applied for two grants from ConocoPhillips for \$500 each that reflect matching funds for COT-related volunteer service by a retired employee who is a COT member.

President’s Call to Service Award—Peggy Romfh presented Ruby Lewis with her award certificate and pin. Prior to the Board meeting, Peggy presented Carolyn May-Monie with her award. Both recipients were celebrated at General Meetings earlier in the year.

State Meeting Report—Peggy Romfh attended the State Representatives Session at the State Meeting and briefly summarized what was presented. See Attachment. Kristine Rivers attended the Presidents’ session and provided the following information:

- State will be taking orders for TMN 20th Anniversary t-shirts for bulk shipment to chapters
- Chapters were asked for assistance in spreading information about the Recovering America’s Wildlife Act; lobbying is not allowed by law, so this must be done on a personal basis

Regional Chapters Meeting—Kristine Rivers stated that she is communicating with nearby TMN chapters to coordinate a regional meeting.

Update of COT Milestone Plaques—Peggy Romfh asked Bob Whitmarsh to update information on COT milestone plaques.

Annual Hog Wild Party—Pam West indicated that party host Ed Barrios may be recovering from surgery in December. He has again offered his house for the party; however, Pam and others think COT should not impose upon him. Several alternate locations were mentioned, including Quintana County Park (which is booked for December 12) and GCBO. Questions raised included: Is serving alcohol an issue; does the chapter want to fund all/part of the event; should we hold the event as a



potluck at AgriLife after the December General Meeting. Pam checked with John O’Connell and the building is available until 6 p.m. Pam will also contact Ed for an update on his status.

Outreach Alligators—Kristine Rivers questioned whether the large alligators used for outreach had gotten too large for display to children. Ruby indicated that the larger of the two was scheduled for placement after a USFWS webinar in February, 2019.

2019 Board Changes—Kristine Rivers announced that Dick Schaffhausen, Publicity Director, and Larry Ruhr were leaving the Board. Bob Whitmarsh will be taking over as AT Director. As previously announced, Carolyn May-Monie is also stepping down as Training Director and that position will also need a replacement. Pete and Peggy noted that they wish to continue overseeing VMS work as Data Managers, but they are stepping down as Membership Directors. Peggy added that State has a presentation that introduces TMN, and COT may find it useful; Don Sabathier said that Master Gardeners has a good PowerPoint that they use for recruitment/informational purposes.

BOARD REPORTS and OTHER TOPICS

Annual Review of Chapter Financial Data—Don Sabathier advised the Board that the annual review was conducted and the financials approved prior to today’s Board Meeting by the following people, as outlined by State: Vice President Bill Ahlstrom, Chapter Adviser John O’Connell (not present), New Intern Representative Bob Whitmarsh, and Secretary Lisa Myers.

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

- November— Kristine Rivers: speaking on *A Wonderland of Winter Waterfowl*; Nature Notes: Tom Morris, “Pelagic Birds”
- December—Intern Project Presentations
- January—TBD.

Kristine asked Bill to schedule speakers for January through March as soon as possible and suggested a presentation on the Texas Butterfly Monitoring Network.

Bill noted that the Angleton Department of Parks will likely have a nature center as part of their parks plan.

Membership—Pete and Peggy Romfh presented the following impact data, VT and AT information, and award recipients for the November General Meeting.

Impact Data	# Adults	# Youth	Total
YTD Totals—October 31	12,846	33,380	46,226 ¹

¹ Does not include Bass Pro Fishing Event or Seabourne Fest, both on November 3.

Period	VT Hours	AT Hours	# of Volunteers
YTD Totals—October 31	15,006	1,567	107 ²

² 107 of 113 active members.

Recertification 2018 (Ocelot Pin)	250-Hour Milestone (Bronze Dragonfly Pin)	4000-Hour Milestone (Polished Gold with Ruby Dragonfly Pin)
Patty Brinkmeyer Christina Hartman Denis James Sherry Summers Carole Wenny Neeta Allen (added later)	Patty Brinkmeyer Christina Hartman	Roy Morgan ³

³ Pam has arranged for a cake at the November General Meeting.

Peggy presented a Summary of COT VMS Data Review conducted by Cheryl Forster of the VMS Help Desk. See Appendix.

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

- **Exploration Green Nursery / Wetland Work Day**—November 8, 9 a.m. -12 p.m.; contact TBD
- **TCWP at GCBO Work Day**—November 15, 9 a.m. -12 p.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 Ondracek
- **Smith Point Hawk Watch**—Daily, through November 15, 8 a.m. to 4 p.m.; contact Sue Heath
- **BCPD Trail Day**—Date and location TBD, 8 a.m. to 12 p.m.; contact Mike Mullenweg

Oron noted that Phil Huxford would like a committee to commit to on-going maintenance of the Bryan Adams Memorial Water Garden. Dick added that he needs volunteers to build shelves in the Morgan Building used for storage at the San Bernard National Wildlife Refuge.

Advanced Training—Larry Ruhr indicated that there are no AT opportunities on the COT Calendar for the balance of the year.

Outreach—Ruby Lewis presented the following, upcoming activities:

- **DEEP at Brazoria NWR**—November 15, 27, 29, December 11 and 13; contact Tom Schneider
- **Sea Center Texas Nature Day**—February

Publications—Neal McLain provided the following information regarding publications:

WEBSITE

- Routine updates to homepage, AT and Intern training pages
- Posted meeting announcements for November and December General Meetings; information on the 15th annual Hog Wild Festival (if it or another holiday party is arranged) will be posted when it is available
<http://tmn-cot-org/Advanced/index.html>
- Added DEEP schedule

NEWSLETTER

- October issue went out on schedule
- November issue publication schedule:

Wednesday November 7	Board meeting, 9 a.m.
Thursday November 8	Submission deadline, 5 p.m.
Sunday November 11	Review draft posted for board review
Monday November 12	Publication

MISCELLANEOUS

Wrote and distributed to the Board a “History of the TMN-COT Website”

REMINDER TO BOARD MEMBERS

- There are “hidden” pages on the website for which no password is needed:
 - <http://tmn-cot.org/Minutes/>
 - <http://tmn-cot.org/Mugshots/>
 - http://tmn-cot.org/COT_Special_Forms
- Larry Peterson is on the Board email list so that he will receive General Meeting agendas.

Speakers Bureau—Ed Peebles stated that he will have a draft of a speaker-bureau flyer in December.

Cradle of Texas Board Action Register				
Open Action Item	Who?	Due Date?	Complete/Ongoing	Comments
COT should hold an annual, Bonus AT Event, if possible; solidify theme/topic(s) and time-frame to develop/organize by August Board Meeting	Larry Ruhr, Edward Peebles, Bill Ahlstrom	August	Ongoing	Given the success of the January 20 Bonus AT Day, the Board would like to promote an annual event—perhaps on a smaller scale 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 May meeting: <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; 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</p> <p>August meeting: see "2019 Bonus AT Event" on page 3, above</p> <p>September meeting: Larry noted that Saturday, January 26, has been selected for the 2019 Bonus AT Event; agenda is almost finalized; event will be held at AgriLIFE and maximum attendance of 100 will primarily be limited to COT membership (others if there is room); lunch will be provided, and donation boxes be prominently placed; time will be allocated for displays</p> <p>October meeting: Larry said that the next committee meeting will follow next week's General Meeting and he gave a brief update of plans to date regarding speakers, lunch, exhibits, presentations; Kristine noted that our event is the same weekend as the TX Ornithology Society meeting and we might have speaker conflicts; Kristine added that there will be displays from members on various citizen science topics in order to broaden the number of subjects covered</p> <p>November meeting: Larry noted that the committee is meeting today, and he expects to send out an event invitation to members soon. Kristine asked for the Board to approve a budget of up to \$1500 for the event [see Motions]. Pam indicated that the cost for a stuffed baked potato lunch has increased only \$0.50 since last year; we must order one week in advance</p>
<p>Begin development of an annual budget; review, adjust and implement in 2019</p>	<p>Don Sabathier with input from Board</p>	<p>Oct</p>	<p>Ongoing</p>	<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> <p>May meeting: Don does not think COT needs to use a software accounting package as suggested to chapters by State; spreadsheets meet our needs</p> <p>July meeting: no further action taken yet</p> <p>August meeting: Don asked for budget information from each board member before the October meeting; Don will resend the 2017 financials file</p> <p>September meeting: Don is gathering input from Board members; awaiting estimated costs for 2019 intern class; need to determine speaker travel-reimbursement costs</p> <p>October meeting: Don displayed the current bank balance and 2019 budget; it is missing some information and currently shows a \$1400-2000 annual deficit for income vs. expenses based on dues from about 96 members (not including interns); line items were reviewed and whether to allocate funds for a</p>



				project or donation; however, an annual deficit is an issue. Other items discussed included whether to sponsor a member's attendance at the State meeting; whether and how to raise funds to maintain a minimum bank balance of \$3000; Kristine suggested that the Executive Board, along with the Chapter Adviser and Past President, meet to discuss possible projects November meeting: Don has made changes requested and will add intern training and AT Bonus Day figures
Add an additional COT Chapter Advisor	Kristine Rivers	ASAP	Pending	Must be a Texas Parks and Wildlife employee August meeting: Kristine will contact David Abrego at Sea Center Texas September meeting: No update October meeting: No update November meeting: No update
Correct information on the COT website regarding how to log travel time for VT	Neal McLain	ASAP	Pending	Connie will provide accurate information to Neal November meeting: Connie and Neal need to check if the information posted is correct.
Review and update Chapter Operation Handbook Appendices	Connie Stolte	Nov.	Pending	COT calls this document Policies and Procedures Handbook on the website. Current Appendices need updating and revision November meeting: Connie suggested that we organize this website document via a sub-index under "Forms"; Neal will review and make recommendations.

NEW Action Item(s) Added at November Meeting	Who?	Due date?	Comments
The State TMN Office requested that each chapter post its intern training schedule on the State website	Connie	ASAP	So that interns from other chapters can find make-up sessions

President: Kristine Rivers adjourned the Board Meeting at 10:54 a.m.

Respectfully submitted,

Lisa Ladd Myers, Secretary

Cc: Board Members
 Crystal Andablo, AgriLIFE Secretary
Crystal.Andablo@ag.tamu.edu



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		X	X		
Ahlstrom, Bill	X	X	X	X	X	D	X	X	X	X	X		
Sabathier, Don	X	X	X	X	X	I	X	X	X	X	X		
Myers, Lisa	X	X	X	X	X	D	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	X		
Barrios, Ed		-	-	-	-	-	-	-	-	-	-	-	
Brandes, Dave		X	X			N		X	X	X			
Lewis, Ruby	X		X	X	X	O	X			X	X		
May-Monie, Carolyn	X	X	X	X	X	T		X	exc	exc	exc		
McLain, Neal	X	X	X	X	X		X	X	X	X	X		
Peebles, Ed	-	-	-	-	-		-	X	X	X	X		
Romfh, Peggy		X	X	X	X	M	X		X	X	X		
Romfh, Pete		X	X	X	X	E	X		X	X	X		
Ruhr, Larry	X	X		X	X	E		X	X	X	X		
Salinas, Jimmy	X	X		X	X	T	X	-	-	-	-	-	
Schaffhausen, Dick	X	X	X	X	X		X	X		X	X		
Stolte, Connie	-	X			X			X	X	X	X		
West, Pam	X	X	X	X	X		X	X	X		X		
Intern Class Representative(s)													
Whitmarsh, Bob (2017)	-	X	X	X	X		X	X	X	X	X		
Guest(s)													
Edward Peebles							X						