

**Texas Master Naturalist - Hill Country Chapter
Board Meeting
November 14, 2011**

Present: Anne Cassidy, Steve Clyburn, Vern Crawford, Koy Coffey, Cathy Downs, Reidun Hilleman, John Huecksteadt, Phyllis Muska, Lisa Williams

Absent: Susan Longacre, Bob McKinley

Also Present: Tom Hynes, Floyd Trefny, Priscilla Stanley

President Phyllis Muska called the meeting to order at 1:30pm.

Phyllis Muska shared a thank you note sent by Anne Graves to the board thanking us for the scholarship she received for the state meeting. It has been published in the November newsletter.

Acceptance of Minutes for October Meeting: John Huecksteadt made a motion to approve the minutes from the October Board Meeting. Cathy Downs seconded the motion. Motion carried.

Treasurer's Report: Koy Coffey made a motion to approve the Treasurer's Report. Reidun Hilleman seconded and the motion was carried.

Nominating Committee: Phyllis Muska reported on the status of open director positions. Reidun Hilleman will continue as Volunteer Project Coordinator. Steve Clyburn will continue as AT Director. The proposed new directors will be: Paula Smith, Communications Director; Daneshu Clarke, New Class Director and Eileen Gotke, Membership Director. Sally Garrett has been elected as the New Class Representative to the board. The election of officers will be held on Monday, November 21 during the Chapter meeting.

'Donate' button on website: The 'donate' button seems to be working well. Phyllis thanked everyone who had "tested" it and acknowledged them with thank you letters. From PayPal the funds will be drawn directly into our checking account. The President's and Treasurer's duties will need to be updated in the Operating Handbook to reflect their responsibilities relative to this new mechanism for chapter donations. Cathy also mentioned that the Treasurer must e-file a tax return to the IRS.

Christmas Party: The announcement for the Christmas party was emailed to the membership today and appeared in the November issue of Texas Star as well. Helpers from both counties sponsoring the party – Kendall and Bandera – have volunteered. This includes several people from the new class. RSVPs will be taken at the November chapter meeting.

Friend of the Hill Country Chapter Award: Steve Nelle will be recognized with a certificate from the chapter as well as a gift card from Bass Pro Shops. One of our chapter members has offered overnight accommodations in the area for Steve and his wife.

Chapter Advisor: Michelle Haggerty will be our new chapter advisor from TPWD. She replaces Mike Lloyd who has left the area. Her email address is: mhaggerty@aq.tamu.edu

'Green Fire' Screening: Tom Hynes suggested this movie as a program for a chapter meeting and perhaps have David Langford make the introduction. John Huecksteadt stated that he was opposed to having movies for a chapter meeting, but suggested it as an AT program at another time.

Directors' and Officers' Reports:

From Bob McKinley: The November program will be 'Birds of the Love Creek Preserve' presented by Dr. Richard Kostecke. .

Cathy Downs stated that the Treasury Audit must be done before the next board meeting, December 14. Those needing to participate are treasurer, vice president, secretary, new class representative and the incoming treasurer if he is available. This will take place on December 6.

Vern Crawford reported that he had received a good return on the critiques for the class speakers. There were a total of 600 surveys returned, representing 99.8% participation. Vern will coordinate with Lisa Williams to acknowledge the speakers and provide feedback to them.

John Huecksteadt thanked Vern Crawford for setting up the PA system for the class speakers. He also suggested that there be others trained to operate this system.

Steve Clyburn reported that he has assigned over 150 AT numbers for the year. He also said that he had fallen off of some distribution lists and has to assign the numbers after the fact. Right now he has to go through all of the organizations' newsletters to get the information before the programs.

Priscilla Stanley thanked the board for their hard work this year.

Reidun Hilleman stated that the Texas Youth Hunting Program should be reported under CC-02-B, Miscellaneous Short-Term Projects. Reidun will pass on all of the new codes to Sandy Leyendecker.

Koy Coffer reported that the awards are ready for the November chapter meeting. Two graduates of our new class will receive their first year certification – Tim Lewis and Stephen Bishop. Since Sonny Arnold has retired, Mark Klym is now the contact person for certification, recertification and milestone pins.

Koy also noted that there have been 8 inquiries from individuals who are interested in the 2012 class.

Lisa Williams reported that all plans for commencement (November 16) have been finalized. Carter Smith will be the speaker. The program will begin around 8:45am; Phyllis Muska will welcome everyone and introduce Ben Eldredge. Paula Smith will introduce Carter Smith. After Carter Smith's talk, badges and books will be presented to each class member. Lunch will be served, after which Ben Eldredge will give a tour of Cibolo Nature Center.

Cathy Downs reported that \$400 in merchandise had been sold this month and \$2600 for the year. The new class is showing \$3400 in the black, less refunds. The 2010 class had \$700 in certification refunds with about one half of this donated back.

The meeting was adjourned at 2:30pm.

The next meeting will be **Wednesday, December 14 at 1:30pm at RNC**. This meeting will include outgoing board members as well as newly elected and appointed board members.

Respectfully Submitted,
Anne Cassidy
Secretary