

**Lost Pines Master Naturalist Board Meeting
Minutes
September 25, 2015**

The Lost Pines Master Naturalist Board Meeting was called to order at 8:30 a.m. at the Fairfield Inn & Suites in Boerne by President Julia Akin. Members present were: Julia Akin, Audrey Ambrose, Marsha Elrod, Jim Estes, Joan Estes, Michal Hubbard, Frank May, Beth Moore, Carroll Moore, and Paula Weisskopf. Cat May and Bruce Siebert attended as guests.

Julia thanked Michal and Bruce for the wonderful job they did preparing the Board Retreat. Michal and Bruce were given a gift bag from her in appreciation for all their hard work. She stated that the retreat provided a solid base for establishing a 3-5 Year Plan for the Chapter. Members were reminded that the Retreat has continuing responsibilities for the identified key Chapter needs projects. There will be more information on follow-up for the projects.

Julia discussed the Vice President position and the problem with excessive position responsibilities. She recommended that we revise our current VP responsibilities and add an Advanced Training Director and a Volunteer Services Director. These positions are described in the Chapter Operations Handbook. After some discussion it was decided that the Vice President responsibilities be revised and the two new positions added. However, the title of the new positions would be Coordinators and not Directors. She said that the additions would provide much relief to the Vice President position.

A concern for the chapter is the recruitment and development of Board Officers and Board Members. Julia provided members with a current Chapter Roster and asked all members to review the membership listed to identify those members with leadership potential. She said that she would put together a task force to review the names that are submitted and develop a plan to talk with the members. This issue generated a lot of discussion and Board Members indicated that this was a good start to our goal of developing chapter members for leadership roles. She asked Paula, Carroll and Joan to work with her on the project. Julia said she would bring Larry up to date on membership leadership potential and include him on the task force.

The Board discussed at length the current status of membership communications. One issue of concern is Meetup. Some members love it and some members will not use it at all. Board members overall were supportive of continuing the use of Meetup. Julia will recruit a chapter member to monitor our Meetup site to be sure there are no redundancies or errors, and to assure it's as informative and useful as possible.

Another issue identified was information included in the Newsletter. It was suggested that the Newsletter be sent to key community leaders and sponsors to foster good relations and communications with them. All members agreed that this would be good for chapter relations and Julia will follow-up on how to get this implemented.

With regard to communications, use of the Chapter Blog is limited. There are many opportunities to expand Facebook and our Blog. Christa Chagra has offered to setup and maintain a Facebook page for the chapter. Roxanne Hernandez is skilled in the use of media and she could be used to assist in the development of these communication resources.

Board members discussed recruitment and public relations needs for Lockhart and Caldwell County. This is a long standing problem and the chapter needs to increase focus on Lockhart and Caldwell County for future members.

Carroll informed members that he was concerned about the cost of “doing business” for the chapter. He conducted a brief audit of four routine expenses (administrative/food & fun/ membership/meetings) and identified that it costs the chapter approximately \$38 per member to cover these expenses. Current dues at \$20 clearly does not begin to cover expenses. Discussion of dues ranged from the concern about member dissatisfaction with raising dues to a recommendation from Audrey to raise the dues to \$25.00. After a thorough discussion Michal make a motion to raise the dues to \$25.00 and Beth seconded the motion. All members voted in favor of dues increased to \$25.00 and the motion carried. This recommendation will be presented to chapter members who have to vote on raising dues. Carroll’s analysis of the chapter’s administrative expenses will also be presented.

Julia stated that she was contacted by the Committee working on the December Holiday Party and was asked if the chapter could serve alcoholic beverages, possibly sell beverages, at the meeting. Again, there was active discussion regarding providing alcohol at the meeting. Members discussed Standards of Conduct # 12 that addresses use of alcohol: Avoid all use of Alcohol and controlled substances while on duty as a Master Naturalist. Reporting for service while under the influence of alcohol or controlled substances will result in termination from volunteer service. Members concluded that it was in the best interest of the chapter to prohibit the use of alcohol at the December meeting. Carroll made a motion to prohibit alcohol at the December meeting and Frank seconded the motion. All members voted in favor of the motion and the motion carried. After further discussion, the motion was amended to state that alcohol will be prohibited at all LPMN meetings and social events. Frank made an amended motion to prohibit alcohol at all LPMN meetings and events. Carroll seconded the motion and all members voted in favor of the motion. The motion carried. Julia will inform the Christmas Party Committee of the Board decision.

Joan asked the Board for clarification of the terms of Office for Board Directors. The current terms of Office are for 12 months. The terms of Office for Directors was not addressed when the terms of Office for Officers was raised to 24 months. Members discussed the rationale for 12 month and 24 month terms and decided that the 24 month terms, the same as for Officers, would be best for service continuity. Carroll made a motion and Michal seconded the motion that the terms of Office for Directors be increased to 24 months. All members voted in favor of the motion and the motion carried.

Bruce Siebert left the meeting early and a question was raised regarding his potential as a board member. He has worked hard and has a high interest in chapter development and has been very active in projects. Julia has talked to Bruce about his interest in becoming a board member. At that time, his preference was to spend more time getting to know the chapter by staying involved in various committees and activities.

There was no other business and the meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Joan Estes
Secretary LPMN