

## **Lost Pines Master Naturalist Board Meeting Minutes September 3, 2015**

President Julia Akin called the July Board meeting to order at 5:30 p.m. at the Bluebonnet Electric Cooperative in Bastrop. Board members in attendance were: Julia Akin, Audrey Ambrose, Joan Estes, Jim Estes, Frank May, Joni Groom, Marsha Elrod, Paula Weisskopf, Michal Hubbard, Beth Freeman, and Carroll Moore. Absent members were Mike Barrett, Larry Gfeller, and Rick Johnson. Bruce Siebert attended as a guest.

The first order of Business was the approval of the July LPMN Board Meeting Minutes. There were no additions or corrections. Michal Hubbard made a motion to accept the minutes and Carroll Moore seconded the motion. All members were in favor of the motion and the motion to approve the Minutes as presented carried.

Julia reported in Old Business that she changed the Policy voted on at the July Board Meeting to include *release and indemnify* in the third bullet regarding Minors as Volunteers. She also included the requirement for the inclusion on the form of the birthday of the child being requested to assist parents with volunteer project activities.

The first order of New Business was the Financial Report by Carroll Moore. He presented a PowerPoint slide of the September Income Statement for review. To date approximately \$1,600 was spent and \$400 was received. He continues to work with Quick Books and is making progress to hopefully transition to the system in the next few months. His main concern is that while the budget process will improve the knowledge of expenditures, the unknown amount of revenue possesses the greatest danger for the account balance.

The financial report generated a significant amount of discussion from the Board Members about fund raising activities, potential for Grants from businesses, and individual donations. Carroll said that he will present the Budget at the November Board Meeting.

Joni Groom asked Members if there was any interest from the Chapter to share a facility and expenses with Keep Bastrop County Beautiful. She indicated that the facility included a meeting room and three offices as well as access to storage. The only drawback is that restroom facilities are not located in that building. The estimated expenses would be \$600 per month (\$300 for LPMN) and shared expenses. Following active group discussion it was decided that the facility would most likely not be large enough for our needs. In addition, in regard to available chapter finances as discussed in the financial section of the meeting, the chapter is not at this time in a position to participate. It was stated that this collaboration might be feasible in the future. Joni indicated that there was no deadline for a decision regarding the matter and she would be open to discussion at a later date.

The second order of New Business was Michal Hubbard's report for the 2016 Training Committee. She presented the tentative schedule as well as the tentative budget for the Committee. The Committee has several options that may lower the expenses for the Committee, however, the most viable option at this time is to use Training Manuals from previous Training Classes. Michal will draft a memo to members and submit to Julia who will send it out to members. Three members indicated that they have space to store the manuals until the class begins in January. The main issue for the Training Committee has been setting the training cost for applicants. Expenses can be reduced because we will not need to order A Sand County Almanac or purchase frames for the graduation certificates.

Michal asked Audrey to send her the maps of the training sites and she will send them to Michal as requested.

The third order of New Business was an update from Audrey regarding the MN Volunteer Management System. She informed members that the training session for Committee members will be held at Joan's house on Tuesday September 15<sup>th</sup> from 5:00 p.m. to 8:00 p.m.

Audrey also reported her goal to implement the LPMN Member of the Year award this year. The notice was sent out in the Newsletter but she thinks a separate email to members would increase the attention and interest of members. Paula said that she was not aware that the Chapter has a Newsletter and she asked if we would consider putting together a Resource List for all members. Joan said she would work to put together an Available Resources list to send to all members. Some members said that they tried to get on line but did not have the password. The password is MNLP%20!3. We need to get this password to all members to increase access.

The fourth order of New Business was the email sent to Board Members regarding use of "Trail Management Crew" signs on chapter member vehicles. Julia presented a PowerPoint slide of the email for review. The original intention for use of the signs was when volunteers are working within local parks, the signs would identify them as trail volunteers which could be helpful, especially when volunteers are parked along park roads. Frank May said he had several people ask about the sign and the service provided creating a positive PR source for the chapter. One of the bullets in the email stated that TPWD had restrictions on use of items (hats) with the TPWD insignia and that they were only to be used when on official business with the Park and on location. Jim will contact Cullen Sartor at TPWD to ask about the potential restrictions regarding the use of TPWD logos. Frank May made a motion that the Board approve the continued use of the Trail Maintenance Crew signs when providing volunteer services on site, and removing the signs when work is complete. Jim Estes seconded the motion. All members voted in favor of the motion and the motion carried. Julia will let Rick Gast know that the issue was fully discussed by the Board and the decision to keep the sign (with restrictions) was approved.

The last order of New Business was the discussion of the Board Retreat scheduled for Sept 24-25<sup>th</sup>. Michal and Bruce have put together a program for the retreat. Julia asked members to give some thought on what they expected to get out of the retreat and to make the Retreat successful for the Chapter and the individual members as well. There will be a need to purchase some resources for the retreat and Michal will keep the expenses low and submit to Carroll for approval. The Friday morning portion of the retreat will be for Retreat follow-up.

Julia announced the October 17<sup>th</sup> scheduled event in Bastrop with the Boy Scouts. It is a big event and approximately 250 Boy Scouts will be attending. LPMN has been asked to assist with the event and "teach" 3 three-hour merit badge sessions. Members are being contacted for assistance and support. More details will be provided for the event.

There was no additional business. Jim Estes made a motion to adjourn and Beth Freeman seconded the motion. All members were in favor of the motion and the meeting adjourned at 7:10 p.m.

Respectfully submitted,

Joan Estes  
Secretary LPMN