

**Galveston Bay Area Master Naturalists**  
**January Board Meeting and Day Away Minutes**  
**January 8, 2019**  
**Galveston Island State Park – Ranch House**

The meeting was called to order at 9:00 by George Kyame.

Present: George Kyame, Cindy Lienen, Lynn Wright, Patty Trimmingham, Julie Massey, Mike Pettitt, Robin Kendrick – Yates, Janet Mason, Susette Mahaffey

Absent: Jo Monday, Ellen Gerloff

George welcomed everyone to the meeting. He asked us if 2019 was a prime or not a prime number. It is not a prime number because it is divisible by 1, 3, 673, and 2019. George went over safety. There are 2 doors to leave the Ranch House and a safety extinguisher in the hall. There is no AED device, but George has CPR training.

George began the meeting by presenting Mike and Cindy with a board pin.

George announced that Jim Duron has left the board after nearly 10 years and has achieved the milestone of 20,000 hours of volunteer service.

**Old Business:**

1. December 4, 2018 Board Meeting Minutes (George)
  - a. The Minutes from the December 4 board meeting were reviewed.
  - b. Lynn Wright made the motion that the minutes be accepted. Patty Trimmingham seconded the motion. The motion passed by a unanimous vote.
2. December 6, 2018 Annual Meeting Minutes (George)
  - a. The minutes and meeting were discussed by the board. The meeting went well, and the board is glad to have the Bylaws and COH revisions and vote to accept them completed. Lynn is glad to get this task completed. There is still discussion about the hours interpretation from the Handbook and VMS opportunities.
  - b. Susette made the motion to accept the minutes from the annual meeting with Robin seconding the motion. The motion passed by a unanimous vote.

**New Business:**

1. Vote on class scholarships (George)

a. The New Class committee requested 4 additional scholarships in addition to the 2 that were budgeted for this year. There had been 32 applications this year, and 24 were chosen. At a later date, the board may need to revisit how scholarships are awarded.

b. Lynn made a motion to accept the recommendation of the new training class committee to add 4 scholarships for the spring. Mike seconded the motion. It passes with a unanimous vote.

2. Determine the process for email voting (George)

a. The voting process through emails has been a bit disjointed this fall. The president appoints the committee leads for the new year for Advanced Training Director, Volunteer Service Projects Director, New Class Director, Communications Director, and Membership Director. George believes there is a process set out in the bylaws which we need to know and follow.

b. Lynn said that she would investigate this process. We need to be sure that the president recognizes the motion, then allow time for discussion over a specific time frame, and lastly vote on the motion.

3. Bylaws and COH changes (Lynn)

a. Lynn said the Bylaws and COH are posted on the website for the membership. She had made a color chart of the board members that was very helpful in understanding the governing group. George wants to keep a current list of all the members of each committee. Lynn also requested that all directors send her the names of all of the members of their committees.

b. Lynn gave us all a copy of the 501 (c)(3) Addendum for the bylaws. As a voting member of the board, we all need to sign the last page and give it to Lynn.

4. Any other new business (George)

a. Julie requested some additional funds to have as a buffer/comfort zone for the Dolphin Challenge in February. She requested an additional \$500.00 to be sure that the costs are covered. We are the only site in our area offering Dolphin Challenge; so we have additional teams attending this year. Lynn suggested we take the funds from money left from last year rather than take funds from this year's budget.

b. Lynn made the motion that we provide a buffer of \$500.00 from last year's funds for Dolphin Challenge. Janet seconded the motion. The motion passed unanimously.

**Board Reports:**

Treasurer (Lynn Wright)

a. Statement of Financial Position – Lynn reported that the chapter was financially in good shape with a good, strong balance which would serve as a buffer for times when the chapter might not have the funds necessary to operate.

- b. Statement of Financial Activities vs Budget – Lynn enumerated the expenses for the month. The chapter is closing the year with a budget that is in good shape.
- c. The chapter received a gift card from Target for \$500.00. One of the chapter members was recognized as an outstanding employee, and as part of the recognition, she was able to choose an organization to receive the gift card. Lynn has written Target a thank you, and George will also send a note.
- d. Robin made the motion to accept the treasurer's report with Cindy seconding the motion. The motion passed.
- e. Lynn made a motion to remove Tim Long's name from the checking account and replace it with the new Vice President, Cindy Liening. Mike seconded the motion and the motion passed.

#### Membership (Patty)

- a. Patty shared a pie chart that showed how the hours of service this past year were divided over the volunteer opportunities. George was pleased that only 8% of the time was devoted to administrative activities.
- b. The summary membership report showed that 141 members have paid their dues for 2019. In 2018 the chapter had 191 members report at least 1 hour of volunteer service which is a record for the chapter.

#### New Class (Janet)

- a. Janet was welcomed in the new position as a new board member who has voting privileges.
- b. Janet reported that the new class will have 24 members. The speakers and facilities have been secured. The first class will be at Armand Bayou on February 21<sup>st</sup>.
- c. The luncheon for volunteers to work with the new class is January 24<sup>th</sup>. Janet reports that everyone is in place for the new training class.

#### AT Director (Ellen) – Absent

#### Class representatives (Robin & Mike)

- a. Mike was welcomed as the new class representative, no longer the alternate. He had nothing to report.
- b. Robin reported on the work of the P3 project. He said the bayou crew had gathered 5937 pounds of plastic over a period of about 6 months. The project grew out of a desire to be out in their kayaks and clean up the waterways. To date 110 people have signed the pledge to help pick up plastic in the environment.

#### Sponsor (Julie)

- a. The Dolphin Challenge is coming up in February. She welcomes volunteers to help.
- b. She was glad to help with the reef restoration experience in Matagorda Bay. It helped out her friend, Bill Balboa, as well helped to create habitat.

#### Vice President (Cindy)

- a. Cindy is looking forward to working with the board and is excited about her new position.

#### **Other Business**

##### Wrap up (George)

- a. George said thank you to all of us for being here and directed us to get ready for the second half of the day.
- b. Lynn made the motion to adjourn with a second from Janet. The motion passed.

## **Goals for 2019**

#### Review of goals and achievements from 2018:

- Although Tim was not present, George thanked Tim for his service to the chapter and the board.
- Lynn said that we should go through the goals from last year, brainstorm goals for this year and choose the top ranked ones for 2019.
- George wants us to identify future goals based on what we are doing as a chapter and the stage of completion of the goals from last year.
- Patty went through the goals from last year. Of the 7 goals from 2018, the consensus was that the board still needs to work on the goals of communication, the Emeritus program, and leadership succession. The other 4 goals were either completed (3 were completed) or no longer as important as other goals.
- Lynn served as the recorder for the afternoon session. The group brainstormed the following as possible goals for next year:
  - ✓ Chapter inclusiveness & identification of new leaders – 1) people need to feel informed, 2) Communications Committee needs a new director and a current list of members, 3) put a slide together for membership to show committees and committee opportunities to serve, 4) examine board needs in leadership area for the future
  - ✓ Emeritus program
  - ✓ Identify chapter archive location
  - ✓ Conflict resolution
  - ✓ Green team and implementation

- ✓ Charging for the new class – how much
- ✓ Project of the Year
- ✓ Explore awards/grants for chapter projects
- ✓ Explore partnerships
- ✓ Expand relationships with other MN chapters
- The board members talked about the different goal possibilities for next year. Once the time for discussion was over, every board member voted for 3 of the goal choices for 2019. The board chose 6 goals for the 2019 year.

### **Goals for 2019:**

1. Chapter Inclusiveness and Identification of New Leaders – George, Julie, Lynn
  - a. Communication Committee and Director of the committee work to keep the membership informed about the chapter.
  - b. Compile a current list of membership in each committee
  - c. Make a slide for the membership to show committees and service opportunities
  - d. Plan for future board needs
2. Emeritus Program – Penny Bessire
  - a. Rides and get togethers
  - b. Let the chapter know your needs – advertise
3. Identify chapter archive location – Lynn and Susette
  - a. What do other chapters do?
  - b. Storage of historical information, photos, grants, and awards
4. Green Team and Implementation – Sally Pachulski and Stephanie Shipp
 

The following (a & b) is taken from the November 6, 2018 board minutes:

  - a. Reduce plastics at the chapter meetings with the goal to become plastic free during meetings and field trips.
  - b. Create a committee to recommend alternatives for single use plastics and other recyclables. The committee should create goals and how to achieve them.
5. Project of the Year – Robin and Susette
  - a. Monofilament project
  - b. P3 Bayou
  - c. School program with art project

d. Plastic art

e. Green team

- The five goals were chosen for 2019. The board has people selected to monitor the progress of the goal and shepherd it forward through the year. The team completed the work at 2:30.