

## **Galveston Bay Area Master Naturalists**

### **February Board Meeting Minutes**

**February 5, 2019**

**Texas AgriLife @ Carbide Park**

The meeting was called to order at 1:01 p.m. by George Kyame.

The board members present were George Kyame, Cindy Lienen, Lynn Wright, Susette Mahaffey, Julie Massey, Robin Kendrick-Yates, Janet Mason, Mike Petitt, Patty Trimmingham, Jo Monday, Ellen Gerloff, Maureen Nolan-Wilde. This represents 100% of the board. We also had a guest, Sally Pachulski.

George commented that none of the clocks in the building were in sync and that the one in Room 1 falls on the floor. He went through the safety procedures and where the fire extinguishers and AED's are located in the building. He also told us the location of the restrooms. In case of an emergency, we will meet at the pavilion near the basketball courts.

George shared a thank you note from Madeleine Barnes to thank the board for the AT Committee's lunch at Marais.

Since the January meeting, we have added another member to the board. Maureen Nolan-Wilde will serve as the Communications Director. The following is a summary of the appointment through emails:

After discussions with the Communications Committee, George recommended Maureen Nolan-Wilde be appointed to the Communications Director position. The Executive Committee confirmed her appointment by unanimous vote, per the Bylaws.

#### **Old Business:**

1. January 8, 2019 Day Away & Board Meeting Minutes:
  - a. The minutes from January Day Away & Board Meeting were accepted without changes.
  - b. Mike Petitt made to motion to approve the minutes. It was seconded by Lynn Wright. The motion was approved by the board.
2. Green Team with regard to plastic usage:
  - a. Sally Pachulski addressed the board about the work of the Green Team. She thanked the board for its support. The team is exploring ways to reduce and replace single use plastics. They are making a travel set of 6 plates, silverware, etc. to be stored in a travel case that go to meetings and trainings. They want to encourage the new training class, the Class of 2019, to bring their own reusable dishes and silverware. The new training class will have notebooks, dishes and silverware that are not plastic.

b. Sally requested 3 minutes at the February chapter meeting to introduce the work and mission of the team. She would like to reiterate that message at future meetings. The group requested a budget of \$150.00 to carry their work forward.

c. Lynn Wright said that we have money in CHA01/ Refreshments and Fees to use for this request. Maureen made the motion that \$150.00 be put forward for the use of the Green Team for their project. Patty seconded the motion and it was passed by the board.

### 3. AT Committee – Chapter Management and Operations Protocols from Article V. Advance Training Requirements:

a. Ellen would like the Chapter Management & Operations Protocols / CMOP document posted on the website with the Bylaws and Chapter Operating Handbook. She could then refer chapter members who have a question about their advanced training to that document at our website. The AT Committee is constantly seeking to ensure that training falls within the CMOP guidelines. With it posted, it will be available to all chapter members.

b. Patty said that she would post a link to the document tomorrow.

### **New Business:**

#### 1. Board and Committee Analysis:

a. Lynn had prepared a document that would help the board look at the inclusiveness of chapter members and what the future needs for the board would be. This was one of the goals set for 2019 by the board at Day Away. She had prepared a report that shows board members and the year of their training as well as all of the committees and committee members. All the committees are working units, not oversight groups. They need a champion to keep the work moving forward. Kudos to Lynn for this work.

The points that Lynn shared with the board:

#### 1. Chapter Inclusiveness and Identification of New Leaders

a. People need to be kept informed about the chapter.

b. The GBAC Board and Communications Committee are vital to this process.

c. At Day Away we discussed presenting a slide to the membership to show the committees and opportunities to serve. We can work on this for later in the year.

d. Examine board leadership needs for the future.

#### 2. Summary of her analysis with questions

a. What assumptions can we make and how will we measure?

- Leadership participation by class
- Numbers of leaders

b. What are the goals?

- To match membership % overall, because the board membership is skewed to new classes which is good.

c. What should be our actions going forward?

b. George encouraged all committee chairs to have a back up person. One goal of this year to is have someone trained to take your place if the need arises. We want to encourage chapter members with a chapter responsibility to train a backup for their position.

c. Since there was no more new business, we moved to board reports.

### **Board Reports:**

1. President (George)

a. He shared that Exploration Green won the People's Choice Award and on Friday, February 8, 2019, there would be the Glow the Green event.

b. George had received emails that we had two new members who transferred to us from the Rio Grande. Patty needs to receive that information first. We might consider assigning them a mentor for 4 – 6 months as they learn about the chapter and events. There is a state process we must follow to have them transfer. Maureen suggested that we send a welcome letter and get their email for the chapter notifications.

c. As new people express an interest in our chapter, we need to send them to the website and give their names to Julie.

2. Vice President (Cindy)

a. Greg Hall will be doing the February Chapter meeting on Snakes of Southeast Texas. The April meeting will be presented by the monofilament team.

b. We need only 3 more speakers this year. Cindy is going to contact with Chris Marshall and Laura Jurgens. Julie had suggested Laura who is a new professor at Texas A&M.

3. Secretary (Susette) Had no report

4. Treasurer (Lynn)

a. The treasurer's report showed that the chapter remains on sound footing. The deadline for membership dues is March 1, 2019. This date is a clear deadline.

b. Patty made the motion that the treasurer's report be accepted, and Janet seconded the motion. The report was accepted by the board.

5. Membership (Patty)

a. Several people have not said yes to the background check and there are several birthdates that are incorrect. Cindy said that her class members had been told to put an incorrect DOB. Patty is working to clear those discrepancies up for the chapter.

b. Patty shared the membership report. This year's recertification pins have not yet arrived. Ellen has reached 4,000 hours of volunteer service. There will be other service awards on Thursday evening.

6. Volunteer Service (Jo)

a. Her committee is reviewing opportunities yearly to be sure it is truly volunteer service. The volunteer information is under Article VI in CMOP.

b. Her committee is asking people to fill out a form to propose a project and ask permission to carry the project forward.

7. Advanced Training (Ellen)

a. There are 3 upcoming AT opportunities.

- Diurnal Raptors on Monday, February 25 from 1:00 - 4:00
- Monarch Butterflies on Friday, March 1 from 9:30 – 12:00
- Ecology Part 3 on Saturday, April 6 from 9:30 – 12:00

b. The next meeting for this committee will be February 18.

8. New Class (Janet)

a. There were over 40 chapter members who attended the new class luncheon. All the places and speakers have been scheduled.

b. The first class is February 21, 2019.

9. Communication (Maureen)

a. Maureen reviewed the members of the committee and told a brief history of the group. The slide shows which are shown before chapter meetings and events are done by the communications team as well as all aspects of communication such as the Midden, Facebook, Twitter, and Instagram. Messages are sent almost daily through the constant contact page.

b. The team is going to review work and create strategies for improving communication.

10. Class Reps (Robin & Mike)

a. Mike had no report.

b. Robin shared the work of the plastics team. They picked up 1989 pounds of plastic in January. Davis Clay leads many of the kayak trips to pick up plastics and is working with Sea Star.

11. Sponsor (Julie)

a. Julie shared that Dolphin Challenge was fabulous with over 65 volunteers of which 20 were from Texas A&M.

b. She asked us to be here early on Thursday evening to be greeters to those who attend and to 2019 new class members.

c. She knows who got the Gala Package Event and will have more information to share as she learns more about it.

The motion was made by Lynn to adjourn with a second by Patty. The motion passed and meeting was adjourned at 3:15.