

GBAC Board Meeting Minutes
September 28, 2021 via ZOOM

Attendees:

Pam House, Susette Mahaffey, Mike Pettitt, Meade LeBlanc, Cindy Liening, Patty Trimmingham, Jo Monday, Ellen Gerloff, Walter Meyer, Leann Criswell and Sponsor Julie Massey

Not present: Janet Mason, and Maureen Nolan-Wilde

Guests: Mohammed Nasrullah

This represents 80% of the voting members present.

The meeting was called to order by President Pam House at 1:00. She welcomed the board to the Zoom meeting and thanked everyone for attending.

OLD BUSINESS:

1. The September 7 minutes that had been emailed to the board members were offered for discussion. A motion was made by Susette and seconded by Walter to approve the minutes as submitted. The motion passed unanimously.
2. State board meeting contest submissions: The following contest submissions have been made for the annual meeting:
 - a. Photos
 - b. Project: Sea Turtle
 - c. Scrapbook
 - d. Video
3. Julie Massey will be nominated for chapter sponsor. A motion was made by Leann and seconded by Walter. The motion was passed unanimously.
4. Ad Hoc Intentional Inclusion Committee report: Leann reported that the committee, comprised of herself, Patty, Cindy and Gene met twice and developed 6 recommendations, attached by reference. Leann presented the recommendations for discussion.
 - a. Additional training so new members get a better sense of how the organization works: this idea was suggested to Janet by Susette over a year ago, will need to wait until Janet returns
 - b. Exit interviews: Pam has done these with any members transferring from the chapter.
 - c. Chapter Chats: can be started again
 - d. Monthly email and updated calendar: The monthly emails are a good idea, and committee chairs or other event leaders should be reminded to update the calendar as well.
 - e. Spotighting other partner organizations: Some additional thought will be needed to determine how to accomplish this.
 - f. Member survey of 5 to 7 questions: Some thought will be needed to develop the questions. Julie also needs to approve any questions. Julie also mentioned there may be survey software available. November would be a good time to conduct the survey.
 - g. Pam thanked the committee for their good ideas and hard work.

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5. Community AT: Pam discussed the first session with Chuck, Chris Anastas and Mohammed. Approximately 45 people attended it, on “Green Muslims,”, but there were a number of additional individuals who signed up and did not attend. Efforts will be made to send the information to additional organizations and request that they circulate to their members. The next Community AT will feature Jaime Gonzales, on November 16, and the notice will be sent to more partner organizations.

NEW BUSINESS:

1. The chapter zoom account is in the name of the chapter now, and not in the name of an individual, which will allow more options for conducting zoom meetings without overburdening a few people. The webinar feature costs \$640 a year. The chapter will purchase a monthly subscription until January, and then an annual subscription.
2. There was an unfortunate mix-up when Mark Carter died, and the announcement referenced the wrong Mark Carter. While it is unlikely that will happen in the future, there will be a review by Chapter President and Julie before any future communications go out related to a serious illness or death.

BOARD REPORTS

President (Pam House)

1. Pam reminded the group that any use of the logo needs to be approved by the state office.
2. Registration is still taking place for the annual meeting.
3. TMN Tuesdays are scheduled through the end of the year.
4. Be the change has no upcoming sessions scheduled.

Past President (Susette Mahaffey)

1. The 20th anniversary topic for the October meeting will be about chapter awards. Sara Snell will present it.
2. Susette thanked Patty for sharing the thank-you notes from members who received their pins.
3. The Nominating Committee will present a slate of officers in early November. The committee is responsible for suggesting the slate of officers who are qualified to serve. The nomination process is then opened to nominations from the floor. Voting will take place in December. Julie mentioned that in the past, people’s feelings were hurt if there was a public vote in which there was more than one candidate for the position, so it is preferable to have one slate of the best candidates.

Vice President (Mike Petitt)

1. The October meeting topic is the Galveston Bay report card.

Secretary (Meade LeBlanc)

1. Nothing to report.

Treasurer (Cindy Lienen)

1. Cindy provided the financial report. A motion was made by Jo and seconded by Mike to approve the September financial report. The motion passed unanimously.
 1. Cindy presented the 2022 preliminary budget. Some changes were discussed and approved.
 - a. Increasing Hawk Watch b from \$500 to \$700
 - b. Additional \$640 for zoom webinar

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2. The budget shows a net loss for 2022, but there is \$60,000 in the bank. Cindy will research options for allocating funds from the bank account.

Membership (Patty Trimigham)

1. Hours look low because the reports were run early this month (due to the change in the board meeting from the first week in October to the last week in September)

Volunteer Service (Jo Monday)

1. Nothing to report.

Advanced Training (Ellen Gerloff)

1. 19.25 hours of AT have been offered this year.
2. Upcoming AT include:
 - a. Nurdles November 1
 - b. Mammoth National Monument in Waco November 11
 - c. Community AT November 16
 - d. Lots of AT at the state meeting.

New Class (Janet Mason):

Janet is still out of town, Pam presented the following report:

1. The class of 2020 went on the A&M Trawler
2. 2 additional field trips are planned for the class of 2020.

Communication (Maureen Nolan-Wilde)

Maureen is out of town.

New Class Reps (Walter Meyer, Leann Criswell)

1. No report

Sponsor (Julie Massey)

1. Meet and greet for the 2022 class will be November 18. 80 people are interested in the class.
2. Dolphin Challenge will be in February 2022 and is scheduled to be in person.
3. Houston Chronicle ran a one-page article about the Gulf Center for Sea Turtle Research, and several photographs of chapter members were included.
4. The building has been reserved for the December meeting, in case there is a plan to conduct an in person meeting.

The next board meeting will be November 2.

Pam adjourned the meeting at 2:25 p.m.

Respectfully submitted, Meade LeBlanc

After two committee meetings and in-depth discussion, the Ad Hoc Intentional Inclusion Committee is providing 6 recommendations to the board for discussion and approval today which we believe would improve upon our chapter being more intentionally inclusive.

1. Additional training to each new class for instruction on chapter structure & operation - possibly 1-2 hours. This recommendation provides all new members vital knowledge on chapter operations allowing for fewer misunderstandings such as: what makes up an AT, how organizations are considered partners, how to become involved with a committee or be nominated for office, how a project is considered, how contest and award winners are chosen, etc.
2. An exit interview to be performed by the President or Vice President with any member transferring or leaving the chapter. This recommendation would allow for an informal, one-on-one phone conversation with the former member as not only to why they are leaving, but learn what the chapter has done well and/or opportunities for growth.
3. Resume Chapter Chats in alternate months with Chapter Meetings. To be hosted by the President (if possible) and be a more informal meeting of the happenings within the chapter and our partners. Chapter Chats would provide not only additional communication with members but also encourage engagement.
4. Send a regular monthly email to all members including all scheduled committee and group meeting dates with times encouraging all members to join. This email would include contact information for each committee chair or group lead person and encourage interested members to contact either the chair or lead person or the President or Vice President if they would like to be included. This monthly email would provide comprehensive information in an easy to locate format and encourage members to be involved and aid in preventing inadvertent exclusion.
 - a. I (Leann) would be happy to coordinate and prepare this information for the Communications Committee to distribute unless someone else would prefer to do it or it falls under another entity.
5. "Spotlight" three partner organizations or projects at each Chapter Meeting, Chapter Chat and in the Midden Newsletter. Ask involved members or partners to speak for no more than 3-5 minutes about the partner or project. With 74 partner organizations and multiple opportunities at each, a very quick spotlight would encourage more member involvement to a wider audience and offer opportunities for additional members to make presentations.

6. Send a member survey of 5-7 questions with space for comments encouraging our members to share their feelings and experiences regarding both in and exclusivity and offer feedback on growth opportunities. The committee recognizes we and the board are dutiful representatives of all 220+ members and realize most of the information we are currently working with are only a few stories we have been told either by a directly affected party or even a third party. This survey would encourage all members to step forward and have the opportunity to share their own experiences, assist the committee and board in better gauging our next steps, and utilize the ideas and wisdom of the entire membership.
 - a. The committee also discussed the possibility of a second short survey directed toward committee chairs and group leads asking how they can be better supported in their roles should the results of the first member survey warrant this action. The committee recognizes the long-term benefit engaged members has on succession planning.
 - b. The committee are willing to work together to create the survey questions and I (Leann) am willing to compile the results into a report for the committee and board.
 - c. Constant Contact allows for surveys and they may be already included in our plan or maybe our plan could be adjusted temporarily to allow us to complete the survey and return back to our original plan. The Constant Contact plan allowing for surveys is \$45 per month. I'm certain our member who is designated as the Constant Contact communications person should be able to tell us more. I (Leann) am personally familiar with Survey Monkey and after very brief research I believe the cost to be \$99 for a monthly plan which we could cancel as soon as the survey is complete. Again, it appears Constant Contact might be more cost effective and easier to work with since we already utilize it, but there are alternatives if we choose not to go that route. I (Leann) would be happy to research alternatives should it be necessary.

In conclusion, the committee is offering these 6 suggestions to advance intentional inclusivity and welcomes the board's discussion.