

**Texas Master Naturalist - Hill Country Chapter**  
**Board Meeting**  
**August 17, 2011**

**Present:** Anne Cassidy, Steve Clyburn, Vern Crawford, Cathy Downs, Reidun Hilleman, John Huecksteadt, Susan Longacre, Phyllis Muska, Lisa Williams

**Absent:** Koy Coffey, Bob McKinley

President Phyllis Muska called the meeting to order at 1:30pm.

**Acceptance of Minutes for July Meeting:** John Huecksteadt made a motion to approve the minutes from the July Board Meeting. Vern Crawford seconded the motion. Motion carried.

**Treasurer's Report:** Cathy Downs presented the Treasurer's Report. She reported that we are in good shape financially and our revenue and expenses are in line with last year. Susan Longacre made a motion to approve the Treasurer's Report. Lisa Williams seconded and the motion was carried.

**Final arrangements for new class and August meeting/reception:** Lisa Williams reported that the final arrangements have been made for the classes. The classroom has been rearranged somewhat. Last year the seating in the back became crowded and there was too much conversation being carried on during the speakers' presentations. This year there will be seating along the windows and 2 tables for refreshments in the back. Vern Crawford volunteered to be the "bulldog" to help keep the unnecessary conversation down.

Instead of having the next speaker stand out in the hallway, Lisa will welcome and seat them in the classroom.

There are 32 applicants for the program with one new application received just prior to this board meeting.

In preparation for the new class reception on August 22, Cathy Downs and Gracie Waggener will begin setting up chairs and tables and decorating at 5:00 PM on that day. Anyone bringing food should plan to arrive between 5:30 and 6:00 PM. Serving dishes, plates, cups, napkins, etc. will be provided.

Phyllis Muska requested that a photographer from the new class be recruited.

**PA System:** Susan Longacre reported that 5 components of the PA system have been received. The entire package cost a lot less than she had thought it would - \$423.23. However, the stands and the cables have to be sent back as they do not work with the microphone and speakers that were received. Vern Crawford said he would purchase stands and cables locally. Where to store this equipment was discussed. It was decided that during the period in which the classes are being held, everything (including the coffee pot) will be stored at Lion's Camp. Susan will get a bin to put everything in. When classes are over, the equipment will be stored with the new class director.

**Participation in project code project – request from state office:** HCMN chapter has been contacted by Richard Heilburn from TPWD to help with a statewide coding system. Reidun Hilleman, Sandy Leyendecker, and Phyllis Muska will meet on September 1<sup>st</sup> and work with Richard and Michelle Haggerty.

**Gillespie County Landowners' Expo:** This event will be held on September 17 in conjunction with TFS and TPWD. Phyllis would like for us to have a HCMN table there and will ask for volunteers

**Riparian Summit:** The Riparian Summit will be held in San Antonio on October 6 at the Blue Star Contemporary Art Center. Phyllis asked if any board members would be able to help at the event. Cathy Downs, Steve Clyburn, Phyllis Muska, and Anne Cassidy volunteered. Vern Crawford is a possibility.

**Harvest Moon Celebration at RNC:** This is a fundraiser on October 13 during which there will be a silent auction. HCMNs will donate a bag or basket of "naturalist" items. Suggestions were: Jim Stanley's book (*Hill Country Landowner's Guide*), a bluebonnet T-shirt, seed packets, a dragonfly hat. Phyllis has a tote bag that can be used to contain items.

**DBTR plant sale:** Since this annual fund raiser for our chapter has been cancelled this year due to the extreme drought, other ways of raising funds must be explored. One of these is to move forward with the 'donate' button on the website. Dean Schmelling, webmaster, is able to set this up and will work with Cathy Downs, Treasurer.

John Huecksteadt recommended that we use PayPal. When PayPal receives an amount from the donor, it is transferred from PayPal into our bank account online (we'll need to set up an online business account.). Then we transfer the donation from the online account to the bank. There is a 2.2% service charge. John will work with Dean on this.

An acknowledgement page will be set up on the website from which thank you notes can be generated. Susan Longacre will contact Kristie Denbow about designing a 'donate page' with graphics. This new website feature will be published in the newsletter.

**Christmas Party plans:** Reidun Hilleman reported that the Cibolo Nature Center auditorium has been reserved for the chapter Christmas party on December 10 (time to be announced). There will be a \$250 rental fee. Reidun stated that parking may be difficult since there is another function on the same day. Kristie Denbow will be helping Reidun. It was suggested that Reidun try to involve some of the master naturalists from Bandera County this year. In the future, because there the membership has increased in Bandera, they will be asked to plan the Christmas party.

**Friend of the Chapter Award:** Bill Carr and Steve Nelle have been recommended.

## **Officers' and Directors' Reports**

**John Huecksteadt** reported that he is organizing the nominating committee for next year's board of directors. There will be 3 people all together who will work on the slate of officers.

**Steve Clyburn** reported that when some members click on "more details" on the event calendar, they don't get all the details. This is not a function of whether the user has a Google account.

**Reidun Hilleman** suggested that the Christmas party be pot luck and not catered. The ticket price could be adjusted accordingly.

**Cathy Downs** reported that she has received 12 adjustable caps with the dragonfly logo only. She will also have some window decals which will sell for \$5 a piece.

Cathy also reported that the expected revenue from the October plant sale, which has been cancelled, has been factored into the financial reports. The adjustment is approximately \$1800. There are also 4 places in the 2011 class which were not filled, accounting for a \$400 decrease in expected revenue. There will be \$2800 in expenses next month (September) but the balance of \$9679 is still above the balance at this time last year.

**Susan Longacre** asked when sending information to Kristie Denbow for the newsletter; please make sure the spelling is correct. There was a problem this month which caused a lot of re-do work for Kristie.

**Lisa Williams** stated that she will not be able to continue as New Class Director next year. She and her husband plan to be traveling. Lisa requested that we all be on the look out for someone in the new class to fill this role. Thank you, Lisa, for your hard work this year!

Lisa stated that the hydrology spot in the lectures will be filled by Jared Silverman a CBS Channel 5 meteorologist. Lisa will see that something is put in the local newspaper about his participation.

The meeting adjourned at 2:45 PM.

The next meeting will be **September 21 at 1:30 PM at RNC Nature Lab.**

Respectfully Submitted,  
Anne Cassidy  
Secretary