

Texas Master Naturalist - Hill Country Chapter

Board Meeting

December 11, 2013

Present: Carolyn Bean, Vern Crawford, Tom Hynes, Floyd Trefny, Stephen Bishop, Priscilla Stanley, Becky Etzler, Paula Smith, Daneshu Clarke, Michelle Haggerty

Absent: J.D. Clarke, Valeska Danielak, Donna Oliver-Leep

Also present: New 2014 BoD members Diane McMahon, Lisa Flanagan, Bob Wiedenfeld, Liz Ross, Rod Boertje, Kathleen Ward, Sarah Lynn Hilburn

President Vern Crawford called the meeting to order at 1:32 pm.

Acceptance of Minutes for November 2013 Meeting: Tom Hynes made a motion to approve the November minutes. The motion was seconded by Daneshu Clarke. Motion carried.

Treasurer's Report: Floyd Trefny presented an overview of the two accounts for which the treasurer is responsible and of the budget. Then he presented the Treasurer's Summary Report for November 2013 showing a balance of \$16,087.04.

The Holding account for the TMN State Program shows a balance of \$43,159.07.

Becky Etzler made a motion to approve the Treasurer's reports; the motion was seconded by Paula Smith. Motion carried.

2014 Budget Adoption - Floyd Trefny reviewed the chapter's budget-to-date and noted that the budget reports are always a month behind. Floyd also presented the proposed 2014 budget for the chapter. Tom Hynes move to approve the proposed 2014 Chapter Budget. Daneshu Clarke seconded. Motion carried.

Annual Audit Report – The purpose and actions of the Audit Committee were explained by Floyd Trefny. All transactions since the last audit in 2012 through December 11, 2013 were reviewed by the Audit Committee. Finding all transactions in order, the Audit Review Committee Report was signed by all participants in the audit.

Ratify Minutes from November Annual Membership Meeting – Priscilla Stanley presented a copy of the minutes from the Annual Meeting during which there was voting on new BoD members. Paula Smith moved to approve the Annual Meeting Minutes. Tom Hynes seconded. The motion carried.

ExxonMobil Grant – Floyd Trefny reported that grants have been approved by Exxon Mobil and monies received will be allocated to the budgeted projects.

Finance Committee Discussion – Stephen Bishop suggested that due to the complexities of the accounting and the additional responsibility of the State Holding account, it would be good to create a Financial Committee to review the processes and transactions performed by the Treasurer.

Holiday Party – Tom Hynes reported that there were 75 attendees at the holiday party held at Camp C.A.M.P. and a good time was had by all. Tom read the attached thank you note submitted to the chapter. Discuss donation to Camp C.A.M.P. – Tom Hynes reminded the Board that we donated to Camp C.A.M.P. last year and asked that we approve a donation for this year. Daneshu Clark made a motion to approve a \$200 donation to be made this year to Camp C.A.M.P. Carolyn Bean seconded the motion. Motion carried.

Unfinished Business for the new Board to “chew on” – Tom Hynes submitted ideas to be discussed by the 2014 Board:

- Chapter business conducted at monthly chapter meetings are not captured in minutes
- Honorary members incorporation be addressed in the Operating Handbook
- First 2 years of chapter minutes are missing
- Moving commencement to LBJ park in the Pioneer Pavilion

2013 Class Update – Becky Etzler has met with Liz Ross and they are working together to transition.

Review Board & Monthly Meeting dates for 2014 plus possible January Transition Retreat –

Vern presented the dates for the 2014 Board meetings. Also discussed was the possibility of a 'Transition Retreat' for the 2014 Board.

Officer and Director Reports:

Tom Hynes: Nothing to report.

Floyd Trefny: Nothing to report.

Stephen Bishop: Nothing to report

Priscilla Stanley: Thanked nominating committee and new board members.

Carolyn Bean: Nothing to report.

Daneshu Clarke: Reported that there has been 247 Advanced Training codes issued year-to-date.

Becky Etzler: New Class Guidelines document has been compared to Operating Handbook and no relative exceptions exist. The guidelines will be submitted to the BoD for approval.

Paula Smith: Thanked various members.

Vern Crawford: Presented a new printing of the HCMN brochure.

Meeting Decisions: As noted above

There being no further business, the meeting was adjourned at 3:20 PM.

The next meeting will be January 22, 2014 at 1:30 PM at Riverside Nature Center.

Respectfully Submitted,

Carolyn Bean

Secretary