

**Master Naturalist, Hill Country Chapter
Board Meeting
July 17, 2013**

Present: Carolyn Bean, Tom Hynes, Floyd Trefny, Stephen Bishop, Priscilla Stanley, Daneshu Clarke, Becky Etzler, J.D. Clarke

Absent: Vern Crawford, Michelle Haggerty, Paula Smith, Valeska Danielak

Also present: N/A

Vice President Tom Hynes called the meeting to order at 1:30 pm.

Acceptance of Minutes for May 2013 Meeting: Becky Etzler made a motion to approve the June minutes. The motion was seconded by Daneshu Clarke. Motion carried.

Treasurer's Report: Floyd Trefny presented the Treasurer's Report. The summary report for July 2013 shows a balance of \$13,775.64. Floyd noted that our funds are increasing due to tuition for the new class. Sales taxes were paid in the amount of \$26.11.

The holding account for the TMN State Program shows a balance of \$11,737.17.

Daneshu Clarke made a motion to approve the Treasurer's report; Priscilla Stanley seconded. Motion carried.

Floyd Trefny reviewed the budget to date and noted that our YTD expenditures are very close to budgeted expenses and income is behind compared to the budget.

A motion to remove the \$1600 fund raising line item from the budgeted income was made by Priscilla Stanley because the fund raiser will not occur this year, Becky Etzler seconded the motion. Motion carried.

The issue of the increased dues requested by RNC has not yet been addressed. Vern Crawford will have a conversation with a representative from RNC before the August board meeting.

Chapter Expansion of Service Area - Consider and discuss any comments from membership, with decision to be voted upon at our August board meeting.

It was generally agreed that due to board member absences the board's decision should be moved to the August board meeting. A Memorandum of Understanding (MoU) will be drafted by Floyd Trefny and sent to the board for review. The MoU will also go to Michelle Haggerty and will outline the basis of the inclusion of the new counties from the Western Edwards Plateau Chapter (WEP).

Stephen Bishop questioned whether the handling of the monies from the WEP Chapter will be included in the Letter of Understanding. Floyd agreed it would be included and noted that the chapter handbook has been updated and will be implemented upon approval.

2013 Class Update – Becky Etzler stated that the class curriculum, student packets, and class mentors are prepared and ready for the August 2 meeting. Becky noted that Paula Smith sent an email regarding photographing new class members and reiterating that permission slips would probably not be necessary. The photos would be held and used on-line only if the chapter decides to implement adding photos to all on-line membership.

Kristie Denbow should be contacted by a board member to discuss the possibilities for adding photos to the on-line membership area. Vern Crawford will have the discussion with Kristie.

Regarding the New Class applications that have been received on-line and therefore do not have a signature on the volunteer pledge form, Michelle Haggerty said it is not necessary. The on-line process that includes their name and email is sufficient.

Review and Approval of Class Applicants –Tom Hynes reported for Valeska Danielak that all the New Class applicants are in good standing. The 35 applications received to date were discussed. Of the 35, there is one request for a scholarship.

Carolyn Bean made a motion to approve the scholarship request. Floyd Trefny seconded the motion. Motion carried. There would be no \$50 completion refund to this applicant upon certification.

Daneshu Clarke made a motion to approve all 35 applicants subject to receipt of payment. Stephen Bishop seconded the motion. Motion carried.

Officer and Director Reports:

Tom Hynes: Reported that the monthly meeting will feature Ernest Smith to tell us who owns the wind.

Floyd Trefny: Stated that the honorarium estimate received from Becky Etzler is within budget.

Stephen Bishop: New project code for July: CC-14-B, Project Monarch Health, Dr. Kip Kiphart, project coordinator. Amanda Adair, an intern working with Michelle Haggerty, is completing a federal grant report and Stephen is doing research to provide required information.

Priscilla Stanley: Stated that as a member of the BoD nominating committee she will need to know by mid September whether each board member is at the end of their term and if not, will they continue to serve for another year. She also suggested that maybe Floyd Trefny should be an exception to the 2 year rule and extend his time due to the ever increasing responsibilities of the Treasurer's position. Tom Hynes suggested we bring on a treasurer-in-training to shadow Floyd for a year. Floyd suggested that someone should review the chapter documentation to see if this is possible. The topic will be placed on the agenda for August. Priscilla asked that each member communicate to her their status and intention.

Carolyn Bean: Nothing else to report.

Daneshu Clarke: Reported that there have been 167 Advanced Training codes year-to-date.

JD Clarke: Nothing else to report.

Becky Etzler: Nothing else to report.

Meeting Decisions:

- Floyd Trefny will write the Memorandum of Understanding for incorporating the WEP Chapter
- Vern Crawford will discuss the RNC dues with an appropriate RNC representative
- Floyd Trefny will remove the \$1600 fund raising line item from the budget
- Vern Crawford will discuss the implementation of on-line photos with Kristie Denbow
- Extending Floyd's term of office will be added to next month's agenda
- Each board member will report to Priscilla regarding their service on the board next year

There being no further business, the meeting was adjourned at 3:02 PM.

The next meeting will be Wednesday, August 21, 2013 at 1:30 PM at RNC.

Respectfully Submitted,
Carolyn Bean
Secretary