

**Master Naturalist, Hill Country Chapter  
Board Meeting  
February 19, 2014**

**Present:** Sarah Hilburn, Kathy Ward, Diane McMahon, Priscilla Stanley, Becky Etzler, Liz Ross, Donna Oliver-Leep, and Lisa Flanagan.

**Absent:** Vern Crawford, Bob Wiedenfeld, Rod Boertje, Stephen Bishop, Michelle Haggerty, and Roy Walston

**Also present:** NA

Vice President Kathy Ward called the meeting to order at 1:32 PM.

**Acceptance of Minutes for January 22, 2014 Meeting:** Becky Etzler made a motion to approve the January minutes. The motion was seconded by Lisa Flanagan. Motion carried.

**Treasurer's Report:** Diane McMahon asked if the Board could wait until next month's meeting to approve the treasurer's report because of a Quicken software management issue. The regular account shows a balance of \$17,402.94. The holding account for the TMN State program had no activity in January and shows a balance of \$43,159.07.

**2014 Class Application:** Becky asked for any discussion concerning the application. Sarah Hilburn made a motion to approve the 2014 Class Application. Kathy Ward seconded. Motion carried.

Becky Etzler shared that Michelle Haggerty wanted to know if the membership committee gave any preference to applicants that lived in one of our Hill Country counties. It was discussed and concluded that we do not because most applicants live in one of the counties.

**Budget Amendment regarding the Exxon/Mobil Grants:** Sarah Hilburn stated at the time the 2014 Budget was created, we did not know if we would be awarded all four grants. We budgeted \$1,000 income, \$500 for the Butterfly Garden at the Kerrville Schreiner Park and \$500 for Old Tunnel State Park. We have now received all four grants, totaling \$2,000 from Exxon/Mobil. The income needs to be amended by increasing the Donations expense for the Butterfly Garden to \$1,200 from \$500 and adding a new Donations Expense of \$300 to the "Bring Back the Monarch to Texas" efforts.

Becky Etzler made a motion to modify the chapter budget to increase the Exxon/Mobil Grant to \$2,000 from \$1,000 by increasing the Butterfly Garden Donation expense to \$1,200 from \$500 and adding a new Donation expense for \$300 to the "Bring Back the Monarch to Texas" efforts.

The motion was seconded by Lisa Flanagan. Motion carried.

**Trifold Display Board:** Becky Etzler presented the information about the trifold display board. She is requesting \$200 for the display board and a companion accessory kit. Diane McMahon questioned what budget line this expense would be expensed. Diane McMahon will talk to Floyd Trefny.

Sarah Hilburn made a motion to give Becky Etzler \$200 to buy a trifold display board and accessories. Liz Ross seconded. Motion carried.

**2014 Class Update:** Liz Ross shared that 29 speakers have confirmed out of the 34. The 30 minute Volunteer Project sharing session will be replaced with Michael Warriner from Texas Parks and Wildlife Department, who will speak on native bees. A different volunteer project will be presented at each class. August 18, 2014 is the reception and the first class is on August 20, 2014.

**\$50 Certification Refund Policy:** Diane McMahon discussed if we needed to continue the practice of refunding the \$50 when new members have met the certification requirements. Our budget is tight, so the Chapter could use the extra money. It would also make book keeping much easier for the treasurer.

Diane McMahon made a motion to eliminate the \$50 Certification refund policy beginning with the 2014 Class. Lisa Flanagan seconded the motion. Motion carried.

**Plant Sale and Nature Festival at Riverside Nature Center:** Priscilla Stanley reported that the Riverside Nature Center and NPSOT- Kerrville Chapter's Native Plant Sale will be on April 25 and 26, 2014. Jim Stanley will soon start recruiting Hill Country Master Naturalist volunteers. This is a great project that gives our Chapter much publicity.

**Chapter Picnic in May:** Kathy Ward reported that the picnic will be on May 17, 2014 from 10:00-2:00PM at Albert and Bessie Kronkosky State Natural Area. Kathy Ward is working on getting Advanced Training credit for a nature walk.

**Wings Over The Hills Booth:** Becky Etzler reported that Tom Hynes wanted to know if the Chapter will sponsor and man a booth or table at this event on April 25 and 26, 2014 at Lady Bird Johnson Municipal Park. The registration cost will be \$75.00.

Lisa Flanagan made a motion to pay the \$75 registration. Priscilla Stanley seconded the motion. Motion carried.

**Booth at Hill Country Master Gardener Plant Sale:** Diane McMahon wanted to know if the Chapter will sponsor and man a booth or table on April 12, 2014 in Kerrville at the AgriLife Extension Pavilion. No cost.

Becky made the motion. Diane McMahon seconded the motion. Motion carried.

**January Transition Retreat:** Becky Etzler discussed the retreat's success and whether it should be extended to an overnight visit.

**Chapter Operating Handbook Review Ad Hoc Committee:** Diane McMahon reminded the Board to act on the formation of the Chapter Operation Handbook Ad Hoc Committee.

Diane McMahon made a motion for Vern Crawford to appoint an Ad Hoc Committee to review the Chapter Operating Handbook. Becky Etzler seconded the motion. Motion carried.

#### **Officer and Director Reports:**

*Kathy Ward:* Shared the speaker list and asked for suggestions for a field trip in September.

*Diane McMahon:* Nothing else to report.

*Priscilla Stanley:* Priscilla Stanley wanted to elaborate on comments that were made at the Board Retreat by Diane McMahon and other members concerning the formation of an Ad Hoc Committee. Priscilla Stanley wanted the Board to know that the Board can revise several items in the Chapter Operating Handbook but the Board could change very little in the Texas Master Naturalist Bylaws; two items only per a conversation with Michelle Haggerty. Diane McMahon stated that she was just reminding the Board about the Ad Hoc Committee we agreed (at the Board Retreat) to form at the next regular Board meeting.

*Sarah Hilburn:* Nothing else to report.

*Becky Etzler:* Becky Etzler reported that she was still processing the three transfers. She wanted to know if the Chapter needed to buy name tags for the members from the Western Edwards Plateau merger. It was decided that if the members asked for a name tag, the Chapter would buy it for them. Becky Etzler reported that the Chapter had one initial certification, six 2014 recertifications and two milestones this month. Becky Etzler then shared a discussion that she had with Michelle Haggerty and Roy Walston concerning members who volunteer with children being required to get a background check. Becky Etzler shared that Michelle Haggerty and Roy Walston stated that if we partner with a group that works with children, the Chapter is responsible for getting the background check. Becky Etzler will bring up this issue at the next Board meeting for further discussion.

*Liz Ross:* Nothing else to report.

*Lisa Flanagan:* Wanted to know how to share videos to the general membership? Becky Etzler explained that we could share the videos with the general membership by posting them on the Chapter's Facebook account.

#### **Meeting Decisions:**

- \*Approved the January 2014 minutes
- \*Agreed to approve the February Treasurer's report at the March meeting
- \*Approved the 2014 Class Application
- \*Approved the motion to modify the 2014 Budget to increase the Exxon/Mobil Grant to \$2,000 from \$1,000
- \*Eliminated the \$50 Certification Refund Policy
- \*Approved the booth at Wings Over The Hills
- \*Approved the booth at the Hill Country Master Gardener Plant Sale
- \*Vern Crawford will appoint an Ad Hoc Committee for the revision of the Chapter Operating Handbook
- \*Name tags for the members from the Western Edwards Plateau merger will be bought for them when they request a name tag

There being no further business, the meeting was adjourned at 3:53 PM.

The next meeting will be March 19, 2014 at 1:30 PM at Riverside Nature Center.

Respectfully Submitted,  
Sarah Hilburn  
Secretary