

## **April 25, 2022 Minutes for Meeting of Board of Hill County Chapter, Texas Master Naturalists**

**Place:** Riverside Nature Center & Zoom

**Time:** 2:30 p.m.

### **Present In Person:**

Carla Stang, Frank Garcia, Ron Scoggins, Alice King, Dot Maginot, Trudy Eberhardt, Elsa Roberts, Diane Gierisch

**Present on Zoom:** Vern Crawford

### **Not Present:**

Tom Burke

Carra Milikien (with notice)

### **Action Items Summary:**

1. Carla to follow up on the resolution of the \$25 urban trail fund.
2. Carla to contact Nyta Brown to discuss identifying a Project Lead for the Old Tunnel project.
3. Carla to work with Mackenzie on posting minutes of Board meetings on the Chapter website to bring them current. A statement will be included on that web page informing members that if they want more info on chapter finances to contact the treasurer.
4. Carra to convene a committee meeting in the near future to discuss plans for holding two classes in 2023 (spring and fall), and will include Karolyn Andrews of Schreiner University at some point.
5. Will need a Board representative on the Plant Sale Committee.

## **April 25, 2022 Minutes for Meeting of Board of Hill County Chapter, Texas Master Naturalists**

Carla called the meeting to order at 2:30. Carla reported that she had met with Justin Klinksiek of Texas A&M AgriLife Extension office, one of our chapter advisors, and discussed the TMN program. Justin has now been added to the distribution list for the Board and might be attending the meeting.

### **Approval of Minutes**

On motion by Frank, seconded by Elsa, the minutes of the March 28 Board meeting were unanimously approved.

### **REPORTS**

#### **Treasurer – Ron Scoggins**

1. **Note to Chapter membership – financial reports available to active members in good standing on request. If you would like to see financial reports, please send an email to [treasurer@hillcountrytmn.org](mailto:treasurer@hillcountrytmn.org).** This statement will also be on the page where the board meeting minutes will be posted.
2. Ron reviewed March transactions and year-to-date income and expense, noting that largest expenditures continued to be related to the new class. Ron also noted that all deposits were for merchandise sales. The meeting touched on the special fund designations, including the \$25 “urban trail” contribution. Since we do not have a project for Kerrville urban trails Carla took an action item to follow up on the resolution of the \$25 urban trail fund by conferring with Pam Lienhard (given that the

donation had originally been made to honor Pam's deceased husband). On motion by Alice, seconded by Diane, the Treasurer's report was unanimously approved.

3. Ron reported that liability and D&O coverage had been placed with Harford for the D&O (\$300) and USLI (\$719) for the General Liability. He noted that the Chapter had saved money by splitting the policies between two carriers.

4. The meeting discussed the leadership of the Old Tunnel project and the funds contributed to the project by Exxon as part of their employee benefits programs covering S.H.'s husband. The Board discussed that Nyta Brown's name appeared as project lead in the TMN system even though she was an employee of Texas Parks & Wildlife. Project Leads are chapter TMNs who are the primary point of contact for recruiting volunteers, reporting status of the project, etc. The Board agreed that the project lead should be changed to a Texas Master Naturalist and Carla took an action item to contact Nyta about this.

### **President – Carla Stang**

1. Carla passed on information from the State organization about deadline for proposals for the virtual project fair.
2. Carla reported that the Chapter would participate in two UGRA river clean up dates this year, July 23 and again in September. UGRA will hold their multiorganization and community event in July. Deb Youngblood be the lead for coordinating both cleanup dates. Deb organized a Sept cleanup during COVID and would like to do it again then.
3. Carla reported on her work to promote participation in bio blitzes.
4. There was a discussion of the Chapter 20<sup>th</sup> Anniversary party/New Class Commencement, including the status of RSVPs and the planned activities.
5. Carla reviewed various security issues for virtual meetings and emails - the requirements around registration for Zoom meetings to prevent Zoom-bombing, using bcc for distribution list on group emails, and phishing dangers.

### **Projects – delivered by Carla Stang in Tom Burke's absence**

1. Carla reported on total volunteer hours and number of volunteers by project from a report provided by Kristi Denbow for 2021. Some general assumptions can be made about the data and volunteerism.

### **Membership – Dot Maginot**

1. Dot reported on the mentor meeting held since it met after the last Board meeting, noting that the mentors had been asked to remind their mentees that questions could be directed to mentors in addition to the New Class Director.
2. Dot reported that the "stations" session at one of the classes had helped clear up new class questions.
3. Dot reported 3 new inquiries from potential new class participants.
4. Dot described outreach effort at the RNC plant sale.

### **New Class Training – delivered by Carla in Carra Milikien's absence**

1. Noted highlights from Carra's report.
2. Carla reported on the scholarship fund established in memory of Fritz Snyder.

### **Advanced Training – Diane Gierisch**

1. Diane reported that she had completed a 3-hour VMS Admin training class covering data reporting and that she was now able to pull reports along various lines, such as type of AT (webinar vs. in-person),

topic (bird, water) etc. Diane reported that she was interested in using her new skills to discover how many of the over-700 opportunities offered were actually attended by Chapter members. The meeting discussed the process for making AT credit available for events occurring in the area.

### **Communications – delivered by Carla Stang**

1. Carla reported that she did not have a report from Catherine on social media activities, but that Catherine would be live-streaming the Chapter meeting on Facebook.

### **General**

1. Follow-up discussion re: Financial Reporting to General Membership: Carla reported that she had submitted a question in the chat at the last President's meeting to ask how other chapters shared financial reports with their general membership. Carla received about 8 responses – All chapters shared financials with members in some way. Options were: present info at the chapter meetings, include information in minutes and post minutes for membership on their website or another forum. Those showing a lot of financial detail did so using some form of security access (password, etc.). The meeting discussed how the Chapter could make financial information available and agreed that a note would be added to the minutes that financial reports were available to active members in good standing, on request, and that the minutes were to be published on the Chapter's webpage consistent with prior years' practice (that stopped during COVID). Carla will work with Mackenzie to get minutes on website.
2. Follow-up re: Addition of 2<sup>nd</sup> Fall Class: the meeting briefly re-visited the discussion about holding a second class in the Fall of 2023. Carra will convene a meeting of a committee to discuss prospective plans for having two classes in 2023. Karolyn Andrews of Schreiner University will be included at some point to further discussions on partnership.
3. Spring Plant Sale Results: Elsa reported on the data from annual plant sale, comparing results to prior years' "pre-sale" only sales. Final financial split between TMN, NPSOT, RNC not yet available. Elsa reported that she planned to step back from the plant sale and the Chapter would therefore need a new representative.
4. Pin Distribution: Dot requested long-term guidance on how to handle dealing with pins that members don't pick up or receive. Mailing pins is expensive (~\$4 per pin, regardless of location), so should only be done on a case-by-case basis. An announcement will be made at the chapter meeting that pins will not be mailed and that members can pick them up at chapter meetings and locations that Dot schedules and notifies members of. Pins not picked up after a certain time will go back into inventory.
5. Frank received a request for a Master Naturalist to volunteer at a Fredericksburg school program (one day). Recommended to decline the request and ask the requestor work with Tom, as Project Director, on specifics of needs for the next school year. There was at least 1 school education program as a project (Nature Boxes) that stopped due to COVID. Will this (and any others) restart? In general, if any board member receives requests about new project start up, refer them to Tom.

On Alice's motion, seconded by Frank the meeting adjourned at 4:30.

Minutes taken and submitted by: Alice King, with edits by Carla Stang