

JANUARY 23, 2023 MINUTES OF BOARD OF DIRECTORS FOR THE TEXAS MASTER NATURALIST HILL COUNTRY CHAPTER

Meeting Location: Riverside Nature Center

Time: 2:30 p.m.

Attending in Person: Kim Ort, Carla Stang, Ron Scoggins, Patti Guin, Dot Maginot, Mark Hults, David Drake, Jane Jamison, and Vern Crawford

Attending by Zoom: David Matthews and Deb Youngblood

Absent: Jeff Schwarz

In the absence of President Jeff Schwarz, Vice President Kim Ort called the meeting to order at 2:30 p.m. It was acknowledged that a quorum was present. Since several newly elected and appointed Board members were in attendance, Vice President Ort asked that all Board members introduce themselves.

Approval of Minutes – Patti Guin

Secretary Patti Guin submitted the minutes from the December 19, 2022 Board meeting which were prepared by 2022 Secretary Alice King. On motion of Ron Scoggins, seconded by Mark Hults, the minutes were unanimously approved.

REPORTS

Treasurer – Ron Scoggins

Ron Scoggins reviewed the financial register for the month of December 2022. Since there were several new Board members present, ample time was spent reviewing the financial documents submitted by the Treasurer.

A discussion was held in connection with several of the project fund designations, two of which appeared to be inactive and two others where expenditures were slightly over budget. Following the discussion, Vice President Ort asked Volunteer Service Projects Director David Drake to contact the individual volunteer project leaders to see if we need to maintain or remove any of the projects from our designated funding list and to report back to the Board with his findings.

On motion of Carla Stang, seconded by Mark Hults, the Treasurer's report was unanimously approved.

Vice President – Kim Ort

Kim reported that 2022 Vice President Frank Garcia had signed the UGRA contract and that it could be viewed on One Drive.

New Class Committee – Jane Jamison

Jane reported that all documents are being loaded onto One Drive, and that they are now soliciting people to serve as mentors. Jane stated that if anyone was interested in serving as a mentor to contact Dot Maginot. Additionally, Jane said that the new class scheduling plan was to hold Zoom classes on Wednesday evenings and in-person classes and field trips on Saturdays. Jane also stated that the current plan was to limit class participants to two make-up classes. Dot added that the new class application would be posted on the website as soon as the class schedule was completed, which should be sometime in February. Dot also added that no mentor assignments would be made until all applications have been approved.

Membership – Dot Maginot

Dot reported that the current number of people interested in attending the 2023 TMN Class was 112. She also reported that the number of new students in training from the 2022 class was nine out of a total of 25, and that deadline for certifications is February 28, 2023. Dot added that she was continuing with Outreach by passing out rack cards at Chapter meetings, New Class Committee meetings, monthly visits to the bird blind at the Fredericksburg Nature Park, and will distribute cards at Cibolo Nature Park in Boerne on January 24. A more detailed report regarding membership totals and pin distribution may be found on One Drive.

Communications – Mark Hults

Mark reviewed the Communications Report he submitted on One Drive, which also included an attached log of changes that he had made to the website from December 18, 2022 to January 19, 2023. Additionally, he pointed out his surprise at the number of website page views that occurred for a 30-day period up to January 19, 2023. He stated that he was expecting a decrease due to the holidays, but there was a total of 2,138 views, an increase of 32% over the 30-day period.

Volunteer Service Projects – David Drake

David Drake reported that he would be meeting with former Volunteer Service Projects Director Tom Burke soon to discuss the various projects that are funded by our organization.

Advanced Training – Deb Youngblood

No oral report given at this time due to illness of AT Director.

Chapter State Representative – Vern Crawford

Vern stated he had nothing to report at this time.

NEW BUSINESS

1. Vice President Kim Ort submitted the 2023 slate of Directors for approval, namely:

Advanced Training Director	Deb Youngblood
Chapter State Representative	Vern Crawford
Communications Director	Mark Hults
Membership Director	Dot Maginot
New Class Director	David Matthews
New Class Representative/Co-Director	Jane Jamison
Volunteer Service Projects Director	David Drake

On motion of Carla Stang, seconded by Mark Hults, the slate of Directors was approved by unanimous vote.

2. On motion of Jane Jamison, seconded by Vern Crawford, the 2023 Meeting Schedule was unanimously approved.
3. Secretary Patti Guin distributed Conflict of Interest forms to all newly elected officers and directors in attendance and asked them to complete and return the forms to her. She stated that she would email a form to President Schwarz.
4. It was decided that Kim Ort would check the mailbox on a regular basis and Patti Guin would serve as backup.
5. Kim Ort volunteered to serve as Board Member Representative for the Plant Sale Planning Team.
6. Kim Ort asked about positional turnover status and all new Board members confirmed that they had met with their predecessors, except for David Drake, who is scheduled to meet with Tom Burke soon.
7. Kim Ort stated that since she did not have any knowledge about the 2023 Retreat/Goal Setting Plans, she would defer this matter to President Jeff Schwarz upon his return. Carla informed the Board that she had spoken with President Schwarz and currently he is looking at scheduling the retreat for some time in February, but that no specific date has been set.
8. In connection with the revisions to the Chapter Operating Handbook, Carla Stang reported that she has put together all ideas that were given to her, and that once she finishes making the revisions, she will submit the document to our Board for approval. Once approved, she will then forward it to the State for final approval. She stated that the process could take approximately four to six months.
9. Dot Maginot reported that she thought the existing rack card appeared dated, so she had made some revisions for approval by the Board. After viewing the revised card, a few additional suggestions were made, and Dot stated that she would continue to work on it and resubmit it to the Board. She further added that once the revised rack card is approved, she will need to order 1,000 copies. After researching pricing from different companies, she estimated that printing costs would be between \$130 to \$190.

Mark Hults made a motion to authorize up to \$200 towards the cost of printing the new rack cards. Vern Crawford seconded the motion, and the motion was unanimously passed.

10. After speaking with AT Director Deb Youngblood, who was participating in the meeting by Zoom, Kim Ort agreed to announce at the Chapter Meeting that if you wanted to submit an AT that is not on the AT calendar, it must be submitted two weeks prior to the event's occurrence. Otherwise, it will not be approved.
11. Jane Jamison announced that there would be a new class skit performed at the Chapter Meeting. Additionally, she updated her previous report by stating that the New Class Schedule should be on the website and in the newsletter by February 15th.

There being no further business, the meeting was adjourned at 4:08 p.m.

Minutes taken and submitted by:
Patti Guin, Secretary