**LINDHEIMER MASTER NATURALISTS**

**BOARD MEETING**

**FEBRUARY 27, 2017**

**MEMBERS PRESENT:** Joel Dunnington, Art Williams, Rich Nielson, Kim Wright, Sara Riggs, Cheryl Trock, Jeanie Springer, Debbie Kyrouac, Marie Miller, Joyce Doyle, Darlene Varga

**MEMBERS ABSENT:** Jim Teeling

**GUESTS:** Ron Tullius, Teresa Turko, Brian Trock

**CALL TO ORDER:** The meeting was called to order at 6 PM.

**APPROVAL OF MINUTES:** Kim Wright had emailed the minutes out for corrections. Several corrections were made prior to the BOD meeting. Rich Nielson moved that the January minutes be approved; Jeanie Springer seconded. Motion passed. The minutes were approved.

**PRESIDENT’S REPORT:**

1. **CONFLICT OF INTEREST FORMS---**Joel Dunnington had emailed the Conflict of Interest Forms to the Board. Joel had asked Michelle Haggarty about the forms, but she seemed not to know much about them. She later sent Joel a form that the Board members signed stating that they as individuals would not engage in any activity that would benefit them financially or by any other personal gain which would jeopardize the chapter’s 501c3 tax exempt status. Kim Wright will keep the signed copies with the Secretary’s documents.
2. **PAST PRESIDENTS’ PLAQUE-**--Art took the old plaque and was planning to have the newer names of past presidents added to the existing plaque, but the cost was going to be $300 to move the names up to make space for the new names. He decided to purchase another plaque for $50 and use that one for the new names. The plaques will hang one under the other at the Agrilife classroom.
3. **CHAPTER OPERATING HANDBOOK-**--The latest version of the COH was adopted at the February chapter meeting.
4. **VIDEO CAMERA-**--Pete Bryant had purchased a new digital video camera several years ago when the current camera could not be located. The lost camera was eventually found and Pete kept the camera he had purchased. When the chapter’s video camera needed to be replaced, Pete offered to sell his digital video camera to the chapter for $200. Art Williams will also use it to film historical interviews with past or current members. Pete said that he never used the camera. The purchase was discussed via email and approved by email vote.
5. **VOLUNTEER HOURS FOR WORK AT AGRILIFE-**--Cheryl Trock reported that some new class students and some members have submitted hours for work they performed in the Master Gardener gardens at Agrilife. There was some confusion caused by an email between Sara Riggs and Rich Bradley and the Out and About posting that seemed like this was an approved Master Naturalists project. The only approved projects for Master Naturalists at Agrilife are the Native Grasses and the Arboretum. Those scheduled workdays are Tuesdays and Thursdays. Cheryl wanted to deny those hours for those students and members, which totaled about 20 hours. Brian Trock said that it is time-consuming to let members know why their hours were denied. Joel Dunnington said he would send out an email to clarify this issue. Sara Riggs said that she thinks those who reported those garden hours should receive their volunteer hours, but beyond that, no hours will be accepted for work in the Master Gardener gardens. Cheryl Trock said she will have to contact the Help Desk with VMS and get written approval. Brian Trock thinks it is already a done deal and the hours are not going to be accepted. Sara Riggs said those who are affected are upset. Cheryl Trock is worried that if there is an audit that it would be hard to explain why those hours were reported and accepted. Art Williams moved that only those January hours reported by the students be accepted; Rich Nielson seconded. Motion passed. Those students’ hours will be accepted.

The question arose about the latest approved projects list. Jeanie Springer said that the list is on the VMS site for our chapter.

1. **VOLUNTEER HOURS FOR FOOD---**Joel Dunnington thinks that those members who sign up to bring food to the chapter meetings should receive 1 volunteer hour plus another hour if they help set up and take down the tables and chairs for the meeting. They would also receive travel time up to 1 hour. Cheryl Trock explained that the VMS drop box lists that the set-up should be for the meeting only, not bringing food. The Hospitality chair receives hours for volunteering. Joyce Doyle, Hospitality chair, said that those bringing food should receive the 1 hour. The Hospitality committee could be at the meeting early to facilitate the room set-up and take down. Joyce said that she would let the food volunteers know that they will be expected to also help with the meeting room set up and take down.

The March chapter meeting will be at Agrilife.

1. **TMN FUNDRAISER---**Joel asked the BOD if they were interested in the chapter participating in a San Antonio restaurant fundraiser. The BOD was not interested.
2. **LICENSE PLATE CAMPAIGN-**--Texas Master Naturalists have been trying to get chapters interested in donating money toward the manufacture of a TMN license plate with the Darner logo on it. See agenda attachment. Our BOD decided not to pursue involvement in this endeavor.
3. **TMN ENDOWMENT-**--See agenda attachment. The BOD was not interested in participating in the endowment project.
4. **20th ANNIVERSARY TMN PROJECT-**--See agenda attachment. Art Williams is working on recording interviews with current and past members, recounting the earlier days in the Lindheimer chapter. The Historian, Marilyn McFarland, is also gathering pictures of the past.
5. **STATE REPRESENTATIVE CONFERENCE CALL-**--Since Jim Teeling may still be on vacation, Joel Dunnington said that he may have to take the conference call on March 3, 2017.
6. **ANNUAL REPORT-**--Joel Dunnington said that he completed the 2016 annual report addendum, which asked more specific questions about our chapter. Some of the questions included the year we received our 501c3 status, which Rich Nielson was able to confirm looking through past years’ financials.
7. **NEW OUTREACH CHAIR-**-- Darlene Varga has become the chapter’s Outreach chair.

**OFFICER AND COMMITTEE REPORTS:**

1. **TREASURER---**Rich Nielson reported that the January end balance was $8476.03, but with subtracting uncleared checks, it was $8116.11. He purchased 12 more text books, 3 of which he set aside for Education committee use. He said that Troy Luepke, our chapter advisor, also wanted a text book. Rich filed the 990-N form and also procured a tax exempt form (9128) from Ace Hardware in Sattler and Wimberley.
2. **VICE PRESIDENT-**--Joel Dunnington asked Art Williams if he could line up a speaker for the chapter meeting who would address climate change. Art said that he would go to Texas State to see if there is anyone there who could speak on this topic.
3. **PAST PRESIDENT-**--Jim Teeling was absent; no report.
4. **COMMUNICATION-**--Marie Miller said that she has not heard from Carmen Horn about the Newsletter. Art Williams said that Marilyn McFarland will give Carmen the tech support that she needs and the Newsletter should be out by the end of March. The Newsletter will appear quarterly.
5. **EDUCATION-**--Sara Riggs and Debbie Kyrouac said that they had nothing to report.
6. **MEMBERSHIP-**--Cheryl Trock reported that she only had to add a few December hours to the Annual Report to VMS. See report. She asked if the pins were in yet; Joel Dunnington said that they were on the way. Cheryl said that 100 members have submitted hours for January. All students have passed their background checks. Only one member remains who has refused the background check. Cheryl said she was not sure which students had submitted hours for the Master Gardener garden, so Sara Riggs and Debbie Kyrouac will get those names to Cheryl. Brian Trock said that sometime this year the VMS will allow the VMS coordinator to change the members’ selected “opportunity title” to the correct title, instead of the current re-submit and delete process.
7. **PROJECTS-**--Jeanie Springer reported that her committee had approved one Advanced training opportunity, which was the webinar, “The Distribution of Microplastics in the Environment”, presented by the EPA.
8. **OUTREACH-**--Darlene Varga said that she met with her committee (Art Williams) on February 26, 2017. Outreach has fallen as a subcommittee under the Communications Committee, but Darlene wanted to know if it will now be a stand-alone committee. If Outreach becomes a separate committee, as chair, would Darlene be a member of the BOD and allowed a vote? If so, the COH would have to be changed yet again. Joel Dunnington asked Darlene to send him an email with all of her questions so that he may reword the COH concerning the Outreach committee, etc. Darlene wants to send an email to the membership to see who might be able to oversee the different trunks. Marie Miller said that she would do that.

Darlene wants to have the persons of contact for the following upcoming events:

Folk Fest (Jim Teeling)

Wine and Saengerfest (Rich Nielson)

Agrilife Open House (Rich Bradley)

This information will help her plan when and where to have the Traveling Trunks on display. Darlene also wanted clarification as to who would report impact data if several chapters are working at the same event.

Darlene said that the Bird Trunk has water damage and several items may need to be replaced.

Darlene also said that she needs to talk with Pat Gonser, the previous Outreach chair.

Joel Dunnington asked Darlene if she would have the Outreach report ready for the March meeting.

**COMMENTS AND OBSERVATIONS:**

Troy Luepke was absent, but Joel Dunnington said that Troy had advised him about several rabies cases in Comal County.

Art Williams said that Troy will speak at TPML Lunch and Learn on May 3.

**OLD BUSINESS:**

There was no old business to discuss.

**NEW BUSINESS:**

There was no new business to discuss.

Joel Dunnington introduced Ron Tullius from the San Antonio chapter.

**ADJOURNMENT:**

Kim Wright moved that the meeting be adjourned; Rich Nielson seconded. Motion passed. Meeting was adjourned at 7:25 PM.

**NEXT MEETING:** March 27, 2017 at 6 PM at Agrilife.

Respectfully submitted by:

Kim Wright, Secretary

Lindheimer Master Naturalists