**LINDHEIMER MASTER NATURALISTS**

**Board of Directors’ Meeting**

**July 27, 2015**

**Board Members and Committee Chairs:**

Present: Rich Bradley, Rich Nielson, Brian Trock, Art Williams, Henry Hahn, Marie Miller, Judy Brupbacher, Elizabeth Bowerman, Valerie Lefebvre, Kim Wright

Absent: Toni Allison, Sara Riggs

**Call to Order:** Rich Bradley called the meeting to order at 6 PM.

**Approval of Minutes:** Elizabeth had taken the minutes at the June meeting in Kim’s absence. She sent the minutes out via e-mail for corrections and additions. Kim noticed that there was a discrepancy between the number of the volunteer hours in Brian’s By the Numbers and what Elizabeth recorded. The total number of volunteer hours for the year, not the month of May, should be almost 7000 hours. Elizabeth moved we accept the minutes with the change to 7000 hours YTD; Judy seconded. Motion passed. The minutes were approved as amended. Elizabeth will correct the June minutes and send out the corrected copy.

**Treasurer’s Report:** Rich Nielson reported that the end balance for June was $6972.87, with one check written for speaker’s mileage for $108. The new budget added in $2750, which is the amount projected for the new students’ tuition. Rich N. moved we approve the amended budget; Henry seconded. Motion passed.

**Old Business:**

1. **Communications---**Marie reported that the application for the new class is online now. Due to Janet Wilson’s death, her name has been removed from the correspondence lists on the website. Everyone else needs to remove her from their own correspondence. **Scrapbook---**Henry is still working on the old items for the scrapbook, but he is still wanting new pictures from our activities.
2. **Membership Manual---**Henry thanked Art and Elizabeth for all of their hard work on the committee to update the manual and make it compliant with State. It was a major undertaking. State had sent out new By-Laws and guidelines. Val had some questions about the missed classes (under Section F #9). This is under the heading of “Standards for Graduation, Certification, and Recertification”. No changes were made to the placement of this item in the section. The Volunteer and Advanced Training reporting system will change in October and all submissions will be made online through the State, so revisions to the manual will need to be made at that time to reflect this new system of reporting. Henry moved we accept the revised edition (July 17, 2015) of the Chapter Operating Handbook (formerly the Membership Manual); Judy seconded. Motion passed.
3. **Alternate Location for Chapter Meetings-**--Elizabeth has gathered information on the GVTC Auditorium availability. They only schedule public meetings on Mondays, Tuesdays, and Wednesdays. To get on their schedule, we would have to fill out an application in September or October, with our top 5-6 choices of meeting nights. The auditorium will not be an option then for the November 19th meeting, which will feature Dinosaur George, who always draws a large crowd. The seating capacity at Agrilife is only the number of chairs that they have, which is 65, so bringing in more chairs would not be allowed. There was a suggestion that for the August meeting the tables be removed to make more room, but this would not be convenient for those who will have snacks in hand. Options for the November 19th meeting could be the Westside Community Center, CRRC, Tye Preston Library, or the Comal County Fairgrounds. Tye Preston rooms may work for Chapter meetings since they can be combined to make larger rooms and have a kitchen. We would need a room with a capacity of 80 people. Kim said she didn’t think changing the night of the month would be a good idea since people already are accustomed to the third Thursday. The library closes at 9 PM, so we would have to be out by 8:30 PM, which might mean if we continue to serve refreshments, we might need to move the start time earlier. Elizabeth will consider these options.
4. **Chapter Project-**--Art said he attended the student class to see who might be interested in doing this and got a negative response. He said no one was interested. This will be dropped for now, but Rich B. suggested we keep Art’s proposal for future use. The chapter has so many projects that we really don’t need a “Chapter Project”. Marie asked what makes a chapter project different than all of our other projects. Art said this would be good publicity if it’s ongoing during the year. We could go to the community and ask them what they would like the chapter to do for them. Places like Fischer Park would be an option to see what we could do for them. Rich B. said it would not be a bad idea to solicit the community. Art said the Green Up Comal project has been very good for our visibility in the county. Rich B. could ask the membership at the next meeting what they think.
5. **Outreach-**--this report will fall under New Business.

**New Business:**

1. **By the Numbers---**Brian (see report). Publicity (now Sara Riggs) needs to alert the Zeitung about Susan Bogle’s milestone of reaching 10,000 volunteer hours. We could plan to have a cake to celebrate at our next Chapter meeting. Rich B. will send an e-mail out about this special event and award.
2. **Education-**--Val reported that the fall class has 14 people interested, but she nor Darlene have received any applications yet. We need to advertise with brochures placed at various locations and put an article in the newspaper. It could be included with the article about Susan’s accomplishment and include a photo. We might be able to get a radio public service spot. Val will meet with Sara. Val also sent out a letter from Kimberly Aston, an intern with the TMN. The letter concerns Chapters that have a Youth Program and those that do not. There is a survey to be taken by the chapters. Val and Darlene feel our chapter is not yet ready to undertake a Junior Master Naturalist Program. We do outreach to children through our Traveling Trunks. Val will speak with Pat Gonser, who is in charge of our trunks, and Pat will complete the survey for TMN.
3. **Monthly Speakers-**--Elizabeth reported that the speaker for August is Clark Wernecke on “The Myth of Clovis First” and in September, Christy Muse of the Hill Country Alliance will speak on “Dark Skies”, the topic of light pollution.
4. **Outreach-**--Art drafted a reporting procedure for Outreach numbers. There has been some confusion about what you report and who is responsible for doing so. See attachment. Rich B. will send an e-mail to members about reporting and include Art’s proposal. The numbers would be reported to Art.
5. **Hospitality-**--Toni was absent. Elizabeth asked if approval of the revised Chapter Operating Handbook (COH) would mean that the Committee Chairs who were changed to Sub-Committee Chairs would no longer be required to attend Board meetings. Website, Publicity, Out and About, and Hospitality Chairs will now become Sub-Chairs. Art and Henry stated that as of tonight, the changes to the Handbook become effective and those four Committee Chairs will no longer be members of the Board.
6. **2016 Board Positions-**--Henry said there are still open spots for President and Vice President positions. Rich N. and Kim have agreed to run again for their positions. The standing committee chairs are appointed by the President and approved by the Board. Education will remain Darlene and Val. Membership will be taken over by Cheryl Trock. Art does not want to do Outreach again, but Pat Gonser may do it. Judy will remain as Projects chair. Henry is asking that anyone who hears or knows of someone for the vacant positions to please let him know. Marie wants to be replaced as Temporary Chair of Communications. She still wants to do the website, but the new Chair would oversee the sub-committees of Website, Publicity, Social Media, Out and About, Newsletter, and Historian. The sub-committee members have no term limits. Susan James may be interested in becoming the Communications Chair.
7. **Online Reporting System-**--Brian said we will need to report all hours historically for each member. The new system’s transition starts October 1, 2015. The three E-coordinators will need training to learn how to access the site (Brian, Marie, and Judy). Rich B. will send an e-mail to alert the membership about the new reporting system.
8. **Charity Blossom Scam-**--Rich B. said that this website is asking for donations and is showing certain chapters on this website without their permission. Rich is asking us to visit this website to see if our chapter name appears and to let him or Marie know.
9. **Contacts for Projects-**--Judy said she has received notice that some contacts for certain projects no longer wish to be listed as contact person. For example, Mary Ann Richey wishes to be removed for Warbler Woods. Charles Tubbs has agreed to be the contact for that project. There can be a difference between the contact person and the project coordinator, but it can be the same person. A person may be the contact because the project is not ours alone or a coordinator if the project is solely ours. Judy will update the Projects contact/coordinator list each year.
10. **Open to the Floor-**--Rich N. wants someone who can regularly check the mail at Agrilife since there sometimes is an expected check, etc. Art said he has committed the chapter to participate in Arbor Day on October 24. We have 8 trees remaining from the Green Up Comal project. Those could be raffled off and a Master Naturalist would plant the trees for the winners. Rich B. reminded the Board that the Open House at Agrilife is October 10. The Master Gardeners are gathering supplies for the children to make bird feeders and will need Master Naturalists to help man the table and assist the children. Henry needs nominations for the Community Recognition Award. Elizabeth asked Marie if the guidelines are on the website.

**Adjourn:** Kim moved that the meeting be adjourned; Elizabeth seconded. Motion passed. The meeting was adjourned at 8 PM.

**Next Meeting:** Monday, August 24, 2015, 6 PM at Agrilife.

Respectfully submitted by:

Kim Wright, Secretary

Lindheimer Master Naturalists