**LINDHEIMER MASTER NATURALISTS**

**BOARD MEETING**

**MARCH 27, 2017**

**MEMBERS PRESENT:** Joel Dunnington, Kim Wright, Cheryl Trock, Sara Riggs, Rich Nielson, Jeanie Springer, Darlene Varga

**MEMBERS ABSENT:** Marie Miller, Art Williams, Jim Teeling, Debbie Kyrouac, Joyce Doyle

**GUESTS:** Brian Trock, Troy Luepke (county agent)

**CALL TO ORDER:** The meeting was called to order at 6:05 PM.

**APPROVAL OF MINUTES:** Kim Wright had sent the February minutes out via email for corrections. All corrections were made and a final copy sent out to the BOD. Rich Nielson moved that the minutes be approved; Jeanie Springer seconded. Motion passed. The minutes were approved.

**PRESIDENT’S REPORT:**

1. **TAX ID FOR SCHOOLS---**Joel Dunnington said that the class needs the tax ID for the schools.
2. **VOLUNTEER AND ADVANCED TRAINING HOURS EMAIL-**--Joel has prepared an email to be sent out to the membership which will serve to clarify what activities qualify for hours submission.
3. **EARTH DAY NBU-**--Joel Dunnington wanted to know if our chapter would want to participate in the Earth Day sponsored by New Braunfels Utilities. Darlene Varga said that the Earth Day at TPML is a class project of the chapter and we should support our own project. It was decided that our chapter would not participate in the NBU Earth Day. Sara Riggs said that if an individual wants to go to the NBU event, that person could hand out our Lindheimer and Texas Master Naturalists brochures. Joel Dunnington said that we need to see if we have brochures for the upcoming events. Darlene Varga said she was not sure if any brochures we have on hand were not water damaged. She will check the storage building to see what we have and if they are usable. Brian Trock said it would be good to have some brochures at their Mystic Shores Community Center on April 6 for their talk on “Hill Country Wildflowers” by Ranger Craig Hensley of Guadalupe River State Park.

**OFFICER AND COMMITTEE REPORTS:**

1. **TREASURER’S---**Rich Nielson reported that the end balance for February was $8116.11 and that after outstanding checks clear, it would be $7902.11. See report. He said that he has 9 textbooks remaining for members to purchase.
2. **VICE PRESIDENT-**--Art Williams was absent; no report.
3. **PAST PRESIDENT-**--Jim Teeling was absent, but Joel Dunnington reminded everyone that Folk Fest was coming up April 8-9.
4. **COMMUNICATIONS-**--Marie Miller was absent, but sent her report. Marie’s report stated that she had posted the updated Chapter Operating Handbook that was approved in February on the website. The new Projects list will be posted as soon as it is ready. The sub-committees are doing well with Facebook, Publicity, Scrapbook, and as always Out and About. Darlene Varga has taken over the Outreach Chairmanship with great expertise. The new LMN Newsletter is now online, thanks to Carmen Horn and Marilyn McFarland and those who contributed articles. A direct link will be sent to members and it will be highlighted on the Homepage and Facebook. Joel Dunnington’s email about VH and AT will be sent out as soon as it is finalized, along with several other announcements.
5. **EDUCATION-**--Sara Riggs reported that the class has a field trip and Earth Day in April, along with their training class. Cheryl Trock said that some class members have been submitting hours already for their Earth Day preparations. Cheryl reminded Sara to tell the class that after the 2 required field trips, any subsequent field trips are to be counted as AT.
6. **MEMBERSHIP-**--Cheryl Trock said that in December an email came out about technical guidance for the VMS. She could not open it, but eventually received the information. See report. The technical guidance is free detailed advice or guidance concerning time a Master Naturalist spends serving on another organization’s board or committee. The time served on another board or committee has to be in the capacity of the chapter’s representative to that board or committee. For example, several LMN members serve on the Gorge Preservation Society board; they must represent our chapter at these meetings. Cheryl wants a list of all members who are serving on other organizations’ boards and/or committees. Sherry Reel and Ron Butts are examples of 2 members who serve in another organization.

Troy Luepke said that each chapter should have a member who represents their chapter at other organizations’ board meetings. Darlene Varga asked if we should contact other organizations, such Heritage Museum, NPSOT, GPS, Bracken Cave, to see if they want a designated LMN member to sit on their boards. There needs to be an email sent out to membership to find out who is serving on other boards. If there is more than one member sitting on a board, we must designate only 1 as our representative.

Master Gardeners will not approve any hours without asking for permission. Some submissions were made prior to the project being approved. Cheryl Trock and Joel Dunnington said that these hours could be approved since the project was subsequently approved.

Background Checks---Cheryl said that several LMN members are also members of the Master Gardeners. She said she passes along information to MG concerning background checks on people who have dual membership since our checks are done annually and MG only do theirs every 3 years. Cheryl said only 3 members have not had background checks, and of these 3, one refused the check and 1 failed to put in their date of birth. Joel Dunnington told Cheryl he wants her to tell Michelle Haggerty to put a permanent stop on the VMS registration if they don’t put in their DOB. The VMS system still has some glitches, such as weird quotation marks and putting in future dates.

Brian Trock said that our membership numbers have dropped by one, due to a student from last year’s class who never completed the requirements and didn’t return this year to complete the course. Brian said he received an email from Marie Miller concerning a transfer member from another chapter. The last chapter has to perform the transfer through VMS.

1. **PROJECTS---**Jeanie Springer reported that she had received 6 applications for project approval. Five of them were for Agrilife. She is working on a spreadsheet for the Projects list. Some Persons of Contact (POC) are no longer active in the chapter. Darlene Varga asked if the POC is the person you should contact if you want to work on that project. Some of the POC names were put on the Projects list because they were the ones who submitted the project for approval, but never actually worked on that project. Darlene thinks that the New Braunfels Parks and Recreation projects need to be broken down between Landa Park (POC---Art Williams) and Fischer Park (POC--- Henry Hahn). All are under Parks and Recreation right now.

Joel Dunnington asked if 3 lists could be combined to make it easier to understand. There needs to be a column for abbreviations for LMN Opportunities list, Opportunity Codes, and Project Contacts and Acronyms. Jeanie Springer thinks that this would be a huge task to revamp the Projects list. Cheryl Trock had some suggestions to put our partners first, then the projects after that. Cheryl said she would help Jeanie with the Projects list.

1. **OUTREACH---**Darlene Varga sent out an email, spelling out how to report impact numbers for Public Outreach (PO) and Training and Education Others (TR) on the VMS. See report. Cheryl Trock asked Darlene to come to the April chapter meeting so that she can explain how to report these impact numbers. Jeanie Springer moved that we approve Darlene’s document explain how to report impact numbers; Cheryl Trock seconded. Motion passed.

Joel Dunnington said he would send an email to the members concerning the document on impact data reporting and it would be discussed at April’s chapter meeting; he also wants the approval date put on the document.

**COMMENTS AND OBSERVATIONS:**

Troy Luepke reported that there will be presentations by the Forest Service in April on Firewise. This is in response to wildfires in the Panhandle and Kansas. The seminars teach homeowners how to landscape to lessen chances of wildfires around their properties. These presentations will be at TPML on April 11, Agrilife on April 26, and Garden Ridge on April 11. Troy has taken flyers advertising this program to local stores. Sara Riggs asked Troy if he sent it to the Out and About site. He will send it to Marie Miller to post on Facebook to let HOA’s know of the upcoming seminars. Troy said that the County Fire Marshall and County Commissioner will be at these talks, which last about 2-2 ½ hours.

**OLD BUSINESS:**

See warning from TMN President and Treasurer about scam. (attached)

Cheryl Trock asked if we had had a financial review last fall. We did not, but will have one this coming fall.

**ADJOURNMENT:** Kim Wright moved that the meeting be adjourned; Jeanie Springer seconded. Motion passed. Meeting was adjourned at 7:30 PM.

**NEXT MEETING:** April 24, 2017 at 6 PM at Agrilife.

Respectfully submitted by:

Kim Wright, Secretary Lindheimer Master Naturalists