**Prairie Oaks Future Master Naturalist Chapter**

**Second Organizational Meeting Minutes**

**19 October 2016**

Attendees:

Seth Hamby (\*LCC Chair), Kenneth Nalley, Barbara Bellows, Rebecca Damron, Marsha Stephens (LCC Secretary), Bruce Bradshaw, Gail Bradshaw, Mike Miller (LCC Treasurer), Greta Jones, Bill Hodgkins, Autumn Wraight

* Welcome by Hamby
* Self-introductions by new attendees
* Discussion of chapter logo, combined oak leaf and dragonfly selected if allowable by state program
* Hamby reported representation of chapter formation effort at 3 events (Glen Rose and Stephenville), with over 20 individuals signing roster as interested in participating
* Discussion of strategy for organization, decision to submit Phase I New Chapter Draft Petition alone, followed by later submission of Phase II documents
* Miller and Bellows made commitments to provide letters of viability for inclusion with Draft Petition.
* Discussion of questions concerning goals, format of Draft Petition, background checks, costs of pins, etc., 501(c)(3) incorporation
* Damron, Hamby and Nalley will be attending State Master Naturalist meeting during 21-23 October, and will obtain answers to outstanding questions, contacts in other chapters and copies of documents to use as guides
* Nalley distributed listing of potential partnerships and volunteer opportunities in all 4 chapter counties and described contacts with several groups; will continue efforts to contact others
* Jones, representing the Revitalize Comanche described trail project (plants important to past Native American populations) and committed to garner program support as a host for projects
* Stephens committed to take brochures to be placed at Hico businesses and to draft background and reference information on chapter name selection
* Hamby invited all interested to planting day at the prairie restoration project on the Bosque River Trail 9-5 on 29 October
* Next meeting set for 5:00 on 12 November, Rm. 104, Dick Smith Library, Tarleton State University; meeting will focus on finalizing a draft petition, including Chapter goals and the goals and associated time lines of declared partnerships with respect to the Chapter activities.

\*Local Coordinating Committee

**Prairie Oaks Future Master Naturalist Chapter**

**Third Organizational Meeting Agenda**

**November 2nd, 2016**

1. **Presentation and Report from the 17th annual Master Naturalist State Meeting in Montgomery, Texas- Seth Hamby, Kenneth Nalley, and Rebecca Damron**
2. **Phase I of becoming an official Master Naturalist Chapter: Draft Petition**
3. **Clearly define geographic boundaries**
4. **Chapter Advisor letters**
5. **Chapter and partnership goals**
6. **List of potential partnerships and timeline**
7. **Coordinating Committee forms**
8. **List of officers**
9. **Chapter name with logo and info about name selection**
10. **Planning Phase II timeline and allocation of tasks**
11. **Discussion and Questions**
12. **Setting next meeting**
13. **Adjourn**