

**TMN-COT BOARD MEETING**  
**Wednesday, October 4, 2023, 9:14 a.m. – 11:09 a.m. (HYBRID)**  
**at Texas AgriLIFE Extension Service, Angleton TX**

**9:14 a.m. Call to Order**

**Kathy Pittman**

- Welcome to Amanda Gabehart and to Pam Lewis in her role as 2023 Class Representative. Kathy expressed condolences to Kristine Rivers and her family on the recent death of her father.
- Kathy also expressed appreciation for the photos that were taken during the BCLS activities and shared.

Elected Members of Board	Present	Appointed Members of Board/Committees	Present
Kathy Pittman (President)	✓	Mickey Dufilho (Immediate Past President)	✓
Jimmy Salinas (Vice-President/Programs)	✓	John Boettiger (Membership Dir.)	✓
Kathy Purvis (Secretary)	✓	Melanie Hollenshead (New Class Dir.)	✓
Don Sabathier (Treasurer)	✓	Larry Peterson (Communications Dir.)	✓
Chapter Advisor(s)		Ruby Lewis (Outreach Dir.)	✓
John O'Connell (AgriLIFE Extension)	✓	Kristine Rivers (Advanced Training Dir.)	N
Jordan Kieffer (TPWD: Sea Center Texas)	✓	Oron Atkins (Volunteer Service Dir.)	✓
Guests/Other		Connie Stolte (State Rep.)	N
Luanne Salinas	✓	Rose Wagner (Chapter Host)	✓
Amanda Gabehart	✓	Kate Harris (2022 Class Rep)	N
		Pam Lewis (2023 Class Rep)	✓
		<b>Quorum</b>	<b>Yes</b>

- Agenda additions or corrections - None presented.
- Approve Previous Board Minutes - The draft copy of the minutes of the September 6, 2023, Board meeting was sent via e-mail to Board members for review. Changes/corrections were made as requested.
- **Minutes Approval —**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the August Board minutes	M. Dufilho	J. Salinas	The Minutes were approved by unanimous vote of the Board members.

**Fall Field Day Update**

**Kathy Pittman**

Kathy opened the update and discussion by recognizing the tremendous help with planning given by M. Dufilho and R. Wagner for K. Rivers. Mickey reported she planned for 50, with 44 members signed up as of October 3. She will follow up with Diane Hill at the BASF Planetarium. Mickey, Rose and Kathy discussed the set up for food, condiments and beverages. O. Atkins volunteered to provide an ice chest.

Agenda for Fall Field Day:

Wednesday, October 11

8:30 a.m.	Light snacks, coffee and juice
9:00 a.m. - 10:30 a.m.	BASF Planetarium
10:30 a.m. - 10:45 a.m.	Regroup at the Lake Jackson Historical Museum.
11:00 a.m. -12:00 p.m.	Presentation by Lindsay Scovil, Executive Director, on the Lake Jackson Historical Museum and project help.
12:00 p.m. -12:45 p.m.	Lunch at the museum
12:45 p.m. - 1:00 p.m.	OPTIONAL field session at the Plantation site for those that would like to walk around/see the site.

**President's Report**

**Kathy Pittman**

- Annual Meeting - McAllen Convention Center, October 12 - 15
  - Book order - M. Hollenshead has ordered the textbooks. Kathy will pick them up at the meeting, along with the pins.
  - The State registration list provided to Kathy shows 10 Chapter members have registered. She forwarded the list to D. Brandes to set up codes for reporting hours.
- A slate of officers needs to be compiled to present to members. Chapter members who wish to seek office will have an opportunity to register the evening of the meeting.
- Kathy would like to have a proposed budget for 2024 ready to discuss at the December Board meeting and have it finalized prior to January. She asked D. Sabathier to compile a three (3)-year history of expenditure averages to help with developing the budget.
- Mentor Program - Kathy referred to K. Harris' recent informal request for feedback and stated we need to encourage each other and Chapter members to serve as mentors for the next class. L. Salinas discussed challenges with mentoring during evening training due to conflicts with other obligations. Kathy noted mentors are not part of the training team need not attend all training meetings. M. Hollenshead questioned whether the mentoring needs in our Chapter might differ from those described in the State COH. She will review the Handbook.
- IT Help/Coverage at General Meetings - Kathy addressed challenges with managing online activity during meetings, noting recent difficulties presented for her and J. O'Connell. She was unable to access the chat function during the last meeting. She suggested we assign members prior to a meeting to help monitor online chat activity, troubleshoot issues, etc. for virtual attendees. Ongoing discussion addressed the challenges with Teams and Zoom and suggested alternate ideas.

J. O'Connell reported there are multiple projectors that could help. He would need to know in advance of the meeting who could be co-presenters and help. Discussion identified members with IT capabilities who might help, including A. Griffin, A. Gabehart, O. Atkins, D. Sabathier and R. Wagner.

**Past President**

**Mickey Dufilho**

- Mickey reported challenges with obtaining plaques, as her search found only two (2) vendors. Different points were brought out through discussion, including using printable certificates instead,

or discontinuing plaques altogether, which was unfavorable. J. O'Connell cautioned doing away with plaques could be problematic. K. Pittman suggested creating a printable design that could be updated easily and posted online, and stated she would follow up on this.

- Issues with our Google Group Distribution List and the need for updating were discussed. Mickey reported she found incorrect e-mail addresses, and 13 members were not on the distribution list when she sent out the E-vites for Fall Field Day. She was able to update some of the addresses, but stated we need to remind members to update their e-mail addresses.

D. Sabathier addressed member retention and mentioned he encourages everyone to record at least one (1) entry each year to maintain active status. Discussion explored why members drop off. Don suggested some might find the TMN program is not a good "fit" for them or that it could be something we did not do. Other discussion noted most people just "drop off", while another noted evening volunteer opportunities might be helpful. J. Salinas mentioned it might be helpful to develop a formal resignation process, including exit interviews. We could develop a mechanism, such as through e-mail, to touch base. D. Brandes noted he has never heard that our Chapter had not satisfied someone's needs.

K. Pittman emphasized we do not want to limit our distribution list to paying members. L. Peterson reported he has no membership list, but that names/e-mail addresses can be left on the distribution list until we are notified to remove them.

**Vice-President/Programs**

**Jimmy Salinas**

- There are two (2) scheduled speakers: Shane Bonnot from the Coastal Conservation Association (November), and Jarret (Woody) Woodrow, Fish and Wildlife Biologist (December).
- The September 21 Jetty Rock Sweep at Quintana Beach was postponed because of an apparent outbreak of Red Tide. He stated he and Luanne would try to reschedule the effort when it was safe to do so and were looking at October 19.

**Treasurer**

**Don Sabathier**

**COT TREASURER REPORT**

September 2023

<b>BEGINNING BALANCE</b>	\$11,518.54
Revenue Summary	23.98
Expense Summary	<u>41.59</u>
<b>ENDING BALANCE</b>	\$11,500.93

\* Refer to **Attachment 1** for the full Income Statement.

**Membership**

**John Boettiger**

**Initial Certifications**

None reported

**Recertifications**

Juli Martin  
 Pam Peltier

**Milestones**

K. Pittman stated it would be helpful to have a running total for the number of recertifications YTD.

**VMS Data**

**VMS DATA**

		September	Year to Date
Hours*	VT	560	11,456
	AT	<u>132</u>	<u>1,630</u>
	Total	692	13,086
Impact Data*	Adults	61	4,837
	Youth	<u>528</u>	<u>16,765</u>
	Total	589	21,602

\* data not considered final until mid-November

K. Pittman noted volunteer hours are up 1,900 over the same time last year, with impact data down 6,700 from this time last year. J. Salinas mentioned that day versus evening meetings and volunteer opportunities are geared to two (2) different groups of members: working versus retirees.

**State Representative**

**Connie Stolte**

There was no report.

**Training**

**Melanie Hollenshead**

Melanie stated there was no further information to report.

**Volunteer Service**

**Oron Atkins**

- Exploration Green Workday – every Wed., 9:00 a.m. - 12:00 p.m.; contact Christie Taylor.
- Trash Collection/Disposal Analysis Project – self-directed.
- Beach Sweep – November 6, 8:00 a.m. - 10:00 a.m., Quintana Jetties; contact Jimmy or Luanne Salinas. Additional dates/times for directed trash retrieval from the Quintana Jetties walkway will be announced later for October but may be scheduled for October 19.
- Dune Grass Planting, Follett's Island - time/date to be announced with October 21, tentatively set; contact Jim Olive.
- Nurdle Beach Patrol – self-directed; contact Jace Turnell.
- Brazoria County Comprehensive Spider Survey – self-directed; contact Melanie Hollenshead.
- Adopt-a-Loop for TMN – self-directed; contact Debbie Nance.
- Collect Butterflies for Science (Citizen Science FR) - self-directed, now thru November 1, 2023.
- Scout Fishing Derby – BCPD, October 28, 10:00 a.m. - 12:00 p.m. Volunteers will assist with activities such as casting and tying knots.

**Outreach**

**Ruby Lewis**

- Brookside Village Farmers Market - October 8, 10:00 a.m. - 2:00 p.m.
- Spiders in the Park at Angleton Bates Park - October 13, 6:00 p.m. - 8:00 p.m. This will include an information display table and a walk along the tree line to look for spiders. M. Hollenshead will provide a flyer to L. Peterson and A. Griffin to publish online.
- KBR Kids Day at Tony Marron Park - October 21, 11:00 a.m. - 3:00 p.m.; 12 volunteers are needed for the Butterfly Encounter, reptiles and wingspan.

- Kid's Fish fest at Bass ProShop in Pearland - October 21, 10:00 a.m. - 2:00 p.m.; contact Mike Mullenweg.
- Sea Center Texas Halloween Spooktacular - October 22, 3:00 p.m. - 6:00 p.m.; booth volunteers are needed.
- Fall Fest 2023, First Presbyterian Church in Angleton - October 28 (other details not available).
- DEEP - October 10 and 12, 24 and 26, 8:00 a.m. - 2:30 p.m. Interested volunteers should contact Ed Barrios for assignment.
- Stephen F. Austin-Munson Historical County Park - November 2; two (2) volunteers are needed to assist James Glover, Supervisor, with Houston schools visiting the park.

O. Atkins reported he had heard nothing back on Resoft Park but would like to get this on the calendar.

**Chapter Host**

**Rose Wagner**

Rose had no further report, with Fall Field Day covered earlier in the meeting.

**Communications**

**Larry Peterson**

Larry reported the numbers were down, with no significant change.

**ANALYTICS 2023**

Month	Website Sessions, Page Views, Users			Facebook			
	Sessions	Page Views	Total Users	Followers	Reach	Engagement	New Follow
Sept. '23	312	666	155	1680	2500	463	
August	344	742	187	1669	964	149	
July	323	666	159	1656	1500	949	
June	435	1000	213	1648	PR 3211	1513	29
May	451	1023	241	1619 net 8	1288	634 - 50 posts	
April	444	1229	234	1611	2300	703 - 50 posts	
March	634	1319	325	1595	PR 2100	743	
February	569	1403	225	1590 (15)	PR 3900	1200	
January	659	1759	260	No Data			
Dec. '22	330	677	192				
Nov. '22	405	714	242				
Oct. '22	459	891	272				
Sept. '22	438	819	251				

Larry also mentioned an internet service provider, Sparklight, that offers different options. It provides applications to offer non-profit businesses donations to reduce service cost. He needs more information before applying.

**AT Director**

**Kristine Rivers**

Fall Field Day was discussed earlier in the meeting. There was no report from Kristine due to her absence.

**Class 2023 Rep.**

**Pam Lewis**

P. Lewis had nothing to report.

**Chapter Advisors**

**John O'Connell /Jordan Kieffer**

J. O'Connell reported planning was underway for the November Captain Shish kabob event at the Brazoria County Fairgrounds. They are trying to schedule all schools on the same day, which will reduce the two (2) day event to a single day. It looks like a total of six (6) volunteers will be needed. He will provide further information when it is available.

**New Business**

**All**

General Meeting Agenda - There will be no General meeting this month due to Fall Field Day. The next General meeting will be held Wednesday, November 8, at 9:00 a.m.

M. Dufilho mentioned that the 4,000 to 5,000 hours list had been updated.

The next Board meeting will be held on Wednesday, November 1, at 9:00 a.m. Please send K. Pittman any agenda items by Sunday evening, October 29.

**President:** K. Pittman adjourned the Board Meeting at 11:09 a.m.

Respectfully submitted,

Kathy Purvis, Secretary

cc: Board Members  
Crystal Andablo, AgriLIFE Secretary ([Crystal.Andablo@ag.tamu.edu](mailto:Crystal.Andablo@ag.tamu.edu))

Attendance 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Elected Board Members</b>													
Kathy Pittman - President	x	x	x	x	x	x		x	x	x			
Jimmy Salinas -VP	x	x	x	v	x	x		x	x	x			
Don Sabathier - Treas.	x	x	x	x	x	x		v	x	x			
Kathy Purvis - Secretary				x	x	x		x	x	v			
Lorna Witt - Secretary	x	pre advised - u											
<b>Advisors</b>													
John O'Connell - AgriLife	x	x	x	x	x	x		x	x	x			
Jordan Kieffer - TPWD	x	x	x	v	v	v		v	v	v			
<b>Immediate Past President</b>													
Mickey Dufilho	x	x	N	x	x	x		x	x	x			



<b>Attendance 2023</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Appointed Board/Committee Members</b>													
Oron Atkins – Volunteer Ops	x	x	x	x	x	x		x	x	x			
John Boettiger- Membership	N	x	N	x	N	N		x	N	x			
Kate Harris – 2022 Intern Rep	x	N	x	x	v	x		x	x				
Pam Lewis - 2023 Intern Rep									x	x			
Kate Harris - Mentor Program									x	N			
Melanie Hollenshead - Training	x	x	x	N	x	v		v	x	x			
Ruby Lewis - Outreach	N	x	N	x	N	N		N	x	x			
Larry Peterson - Communications	x	x	x	x	x	v		x	x	x			
Kristine Rivers – AT	x	x	x	v	v	v		v	v	N			
<b>Attendance 2023 (cont.)</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total</b>
Connie Stolte – State Rep	x	x	x	x	v	v		x	N	N			
Rose Wagner, Chapter Host	x	x	x	v	N	x		v	N	v			
<b>Guests</b>													
Luanne Salinas	x	x	x		x	x		x	x	x			
Amanda Gabehart		x		x						x			
Kyle Purvis									x				
Chad Davenport									x				



## Attachment 1 – Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2023													
2023											Budget	Budget	
	Budget	January	February	March	April	May	June	July	August	September			to/enceml
Opening Balance		\$8,205.77	\$ 9,766.12	\$10,917.11	\$11,837.74	\$11,813.72	\$12,979.06	\$12,511.57	\$12,594.54	\$11,518.54			
<b>INCOME ITEMS</b>													
Membership Dues	2,650	820.19	981.80	699.30		75.00	49.90	48.97				2,675.16	-25.16
Interest Income	2.15	0.15	0.16	0.19	0.19	0.22	0.21		0.21	0.19		1.73	0.42
Member Donations	287.64	25.00	47.58		23.79		23.79	23.79	23.79	23.79		191.53	96.11
Sponsor/Non-member Donations	1,000											0.00	1,000.00
Member Payments for New Shirts				75.00		273.45						348.45	-348.45
Special AT event- Non&Member fee:	100				84.31	1,146.97	47.58	10.00				1,288.86	-1,188.86
Sale of extra TMN Books/Food							33.04					33.04	-33.04
<b>Sub Total</b>	<b>4,040</b>	<b>845.34</b>	<b>1,029.54</b>	<b>774.49</b>	<b>108.29</b>	<b>1,495.64</b>	<b>154.52</b>	<b>82.97</b>	<b>24.00</b>	<b>23.98</b>			
New Intern Class Receipts	2,250	751.00	150.20	150.20	0.00	525.00						1,576.40	673.60
<b>INCOME TOTALS</b>	<b>6,290</b>	<b>1,596.34</b>	<b>1,179.74</b>	<b>924.69</b>	<b>108.29</b>	<b>2,020.64</b>	<b>154.52</b>	<b>82.97</b>	<b>24.00</b>	<b>23.98</b>	<b>###</b>	<b>4,505.73</b>	<b>1,784.06</b>

COT MASTER NATURALIST INCOME STATEMENT for 2023													
2023											Budget	Budget	
	Budget	January	February	March	April	May	June	July	August	September			to/enceml
<b>EXPENSE ITEMS</b>													
Approved Donations	500					150.00						150.00	350.00
Speakers Bureau												0.00	0.00
Speaker Travel Mileage/Motel/Tolls	250											0.00	250.00
Membership Director Expenses	50											0.00	50.00
Office Supplies, Postage Etc.	30						10.71			6.60		17.31	12.69
Special Annual AT Event/Fall Field D	2,000					557.20						557.20	1,442.80
Fall Family Event	1,000											0.00	1,000.00
Member Shirt Purchases	40											0.00	40.00
Special Recognition	400											0.00	400.00
Travelers D&O Insurance Premium (Paid 3 years in 2022)												0.00	0.00
Godaddy Website maintenance	175.00											0.00	175.00
New Officer/Member Name Tags	40											0.00	40.00
State Annual Conference									800.00				
Registration & Expenses	1,600.00											800.00	800.00
State Meeting Sponsorship & Scholarships	750.00						300.00		300.00			600.00	150.00
Materials	500											0.00	500.00
EcoFund Projects												0.00	0.00
Chapter Host-Meeting/Party Supplie	500			4.06	132.31	33.95	64.41					234.73	265.27
Chapter Host- Recognition Party/Cak	200	35.99								34.99		34.99	165.01
<b>Sub Total</b>	<b>8035</b>	<b>35.99</b>	<b>0.00</b>	<b>4.06</b>	<b>132.31</b>	<b>741.15</b>	<b>375.12</b>		<b>1,100.00</b>	<b>41.59</b>	<b>###</b>	<b>2,430.22</b>	<b>5,604.78</b>

