

TMN-COT BOARD MEETING
Wednesday, November 1, 2023, 9:03 a.m. – 10:37 a.m. (HYBRID)
at Texas AgriLIFE Extension Service, Angleton TX

9:03 a.m. Call to Order

Kathy Pittman

- Welcome to everyone in attendance or participating online.

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

- Agenda additions or corrections - None presented.
- Approve Previous Board Minutes - The draft copy of the minutes of the October 4, 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	D. Sabathier	J. Boettiger	The Minutes were approved by unanimous vote of the Board members.

Fall Field Day Recap

Kathy Pittman

Kathy opened by thanking everyone for a successful Fall Field Day. She reviewed the day's highlights and mentioned the plantation tour, which was cancelled due to inclement weather but may be re-scheduled later. Feedback from Board members was very positive. Fifty-seven people attended, including four (4) presenters and one (1) visitor.

Early Planning for Spring AT Day 2024

Kathy raised discussion about Spring AT Day and requested ideas, noting we could schedule it for as early as the end of February. She mentioned entomology as a topic. Patty Brinkmeyer is working on an entomology presentation and Angela Griffin is working on her certification. Wizzie Brown also might be

available to present. J. Salinas also suggested bats. Volunteers to help included J. Salinas, L. Salinas, M. Dufilho and K. Pittman.

President's Report

Kathy Pittman

- Annual Meeting - McAllen Convention Center, October 12 - 15
 - "It was awesome!" There were a lot of good sessions.
 - VMS upgrades will be implemented within the next year.
 - Kudos to Angela Griffin, whose photo placed third.
 - There were 10 members in attendance.
 - The 2024 recertification pin is a Rattlesnake.
 - The 2024 meeting will be held in San Marcos and is scheduled for the third weekend of October (October 24 - 27).
- Numerous phishing scams are being reported. Members are being warned to exercise caution and to be suspicious of e-mails that begin with "I need a favor", etc.
- Kathy reported she was contacted about a juvenile who was interested in doing the wildlife track for 4H and would like to go through Master Naturalist training. Her mother is also willing to go through the program. J. O'Connell cautioned we do not have a Junior Program and the minimum age to participate in the TMN Program is 18. He urged that we should not set a precedent. K. Rivers stated she believed our program would be "overkill". K. Pittman will check with the State office as to their opinion.
- The proposed slate of officers will be presented to members in the November General Meeting. Kathy reported the current officers had indicated they were willing to serve another year; however, 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. D. Sabathier will send out the 2021 and 2022 budgets for reference.
- We need to be ready for a Finance Audit at the December general meeting (or make other arrangements with the audit committee)
- Neither Kathy nor J. O'Connell were able to attend this month's Presidents' meeting. Kathy will review the recording of the meeting and advise of any pertinent news.
- IT Help/Coverage at General Meetings - Kathy initiated discussion to identify those who would be attending the General Meeting and could help monitoring the online chat and help with any potential issues.
- Kathy reported Oron is trying to schedule a workday at Resoft Park. This would introduce our group to the park.

Past President

Mickey Dufilho

Mickey was unable to attend but reported via e-mail that she had nothing new to report.

Vice-President/Programs

Jimmy Salinas

- Shane Bonnot, Advocacy Spokesperson with the Coastal Conservation Association, will be the guest presenter this month. The program is too large to e-mail so Jimmy will follow up to get the PowerPoint on a thumb drive.
- Jarret (Woody) Woodrow, Fish and Wildlife Biologist, will speak at the December meeting.

- No speaker has been scheduled for the January meeting. J. Salinas would like suggestions.

Treasurer

Don Sabathier

COT TREASURER REPORT

October 2023

BEGINNING BALANCE	\$11,500.93
Revenue Summary	23.79
Expense Summary	<u>1,545.84</u>
ENDING BALANCE	\$9,978.88

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

Don reported the numbers were incomplete. Most of the expenses for October were related to Fall Field Day, but he was waiting on some of the expenses to come in.

Membership

John Boettiger

John deferred his report, noting VMS data had not come in yet. Discussion addressed the COT recertifications table, with our current number less than that reported for 2020. Slightly more than 60% qualified during the first half of the year, with May being our highest month (tied to AT Day).

J. Boettiger also mentioned his difficulty with getting service pins to members. He brings the pins to meetings, but there are still some who had not gotten their pins. The lack of volunteer opportunities during evening hours was mentioned as a potential obstacle to recertification. J. O'Connell questioned our process for follow-up with those who do not recertify.

D. Sabathier mentioned those who pay their dues usually volunteer; however, lifetime members are exempt from paying dues. He reports to D. Brandes those who have paid their dues. Those who fail to pay dues by March 31 are to be marked inactive as per the rules.

State Representative

Connie Stolte

There was no report. Kathy again noted the State meeting was good. She stated she could write some Nature Notes for the next year. The 2024 pin is a Diamondback Rattlesnake aka Texas Diamondback.

Training

Melanie Hollenshead

Melanie stated there was no report. She mentioned they were preparing to start talking with interns and to get information as to scheduling for a "kick off" in January. There were three (3) individuals from the KBR Kids' Day who were interested in the TMN program. They had Houston addresses so she may refer them to a Houston chapter.

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.; contact Jimmy or Luanne Salinas. Additional dates/times for directed trash retrieval from the Quintana Jetties walkway are pending.
- 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.
- Dune Grass Planting, Follett's Island - time/date to be announced after the first of the year, possibly in late winter or early spring.

Outreach

Ruby Lewis

- Stephen F. Austin-Munson Historical County Park - November 3; two (2) volunteers are needed to assist James Glover, Supervisor, with Houston schools visiting the park. Melanie stated we will have a booth there and she needs another volunteer to help with the pelts.
- Captain Shishka Bob - Wed., November 8, lunch will be provided. John O'Connell has requested volunteers.
- DEEP - November 7 and 9, 14 and 16, 8:00 a.m. - 2:30 p.m. Interested volunteers should contact Ed Barrios or Hannah Beckett, but it appears the final volunteer slots have been filled.
- Brazoria National Wildlife Refuge, Discovery Center Open House - dates to be announced. O. Atkins is working to get information about this.

Chapter Host

Rose Wagner

Rose reported she sent out an e-mail, but still needs volunteers to provide food for the upcoming Chapter meeting.

Communications

Larry Peterson

ANALYTICS 2023

Website Sessions, PageViews, Users

Oct. Sessions 360 Pageviews 796 Users 180
Sept Sessions 312 Pageviews 666 Users 155
Aug. Sessions 344 Pageviews 742 Total Users 187
July Sessions 323 Pageviews 666 Total Users 159
June Sessions 435 Pageviews 1000 Total Users 213
May: Sessions 451, 1023 pageviews, 241 users
April: Sessions 444, 1229pages 234users
March: 634sns 1319pageviews 325users
FEB 569sns 1403pageviews 225users
JAN 659sns 1759pvs 260usrs
Dec 330sns 677pvs 192usrs
Nov 405sns 714pvs 242usrs
Oct 459sns 891pvs 272usrs
Sep 438sns 819pvs 251usrs

Facebook:

OCT Followers 1690	Reach 2.9K	Engagement 1513
Sept Followers 1680	Reach 2.5K	Engagement 463
Aug: Followers 1669	Reach 964	Engagement 149
July: Followers 1656	Reach 1.5K	Engagement 949
June: Followers 1648	Reach 3211	Engagement 1513
May: Followers 1619	Reach 1288	Engagement 634
April - Followers 1611	Reach 2.3K	Engagement 703
Mar - Followers 1595	Reach 2.1K	Engagement 743
Feb - Followers 1590	3.9K Reach	1.2K engagement

Larry reported the metrics (above). He discussed the phishing e-mails from Go Daddy and described the challenges. He recommended recipients not click on the link, but view the contents from the web address.

AT Director

Kristine Rivers

Kristine suggested we have a slide at the general meeting to portray the success we had with Fall Field Day. She also mentioned the application deadline for the Eco fund is December 31. K. Pittman agreed we should budget for it and stated she would add Kristine to the agenda so she could discuss it further.

Class 2023 Representative

Pam Lewis (absent)

There was no report.

Chapter Advisors

John O'Connell /Jordan Kieffer

J. O'Connell reported he had an e-mail from the Associate Director advising there would be a press release next week about the 25th anniversary. He encouraged members to be prepared in the event they were contacted about this by a reporter. John also expressed his appreciation for the Board having approved volunteer hours for the Captain Shishka Bob event.

New Business

All

General Meeting Agenda - The meeting will be held Wednesday, November 8, at 6:00 p.m. Please send K. Pittman any items for the PowerPoint by Sunday, November 5.

K. Pittman mentioned she had received an e-mail from PETA about purchase of land in the southern area of the county for use with a project involving monkeys. She had no further information about the project, however.

The next Board meeting will be held on Wednesday, December 6, at 9:00 a.m. Please send K. Pittman any agenda items by the Sunday evening prior to that date.

President: K. Pittman adjourned the Board Meeting at 10:37 a.m.

Respectfully submitted,

Kathy Purvis, Secretary

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



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

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



Luanne Salinas	x	x	x		x	x		x	x	x	x		
Amanda Gabehart		x		x						x	N		
Kyle Purvis									x		N		
Chad Davenport									x				



**Attachment 1 – Income Statement
 PRELIM October statement**

COT MASTER NATURALIST INCOME STATEMENT for 2023															
	2023											Budget Delta			
	Budget	January	February	March	April	May	June	July	August	September	October		November	December	Totals
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	\$11,500.93				
INCOME ITEMS															
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	0.21	0.19				1.73	0.42
Member Donations	287.64	25.00	47.58		23.79		23.79	23.79	23.79	23.79	23.79			215.32	72.32
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
Sub Total	4,040	845.34	1,029.54	774.49	108.29	1,495.64	154.52	82.97	24.00	23.98	23.79				
New Intern Class Receipts	2,250	751.00	150.20	150.20	0.00	525.00								1,576.40	673.60
INCOME TOTALS	6,290	1,596.34	1,179.74	924.69	108.29	2,020.64	154.52	82.97	24.00	23.98	23.79	0.00	0.00	4,529.52	1,760.27
EXPENSE ITEMS															
Approved Donations	500					150.00	300.00							450.00	50.00
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					620.84			1,178.04	821.96
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					800.00	800.00
Registration & Expenses	1,600.00													800.00	800.00
State Meeting Sponsorship &															
Scholarships	750.00								300.00						750.00
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
Sub Total	8035	35.99	0.00	4.06	132.31	741.15	375.12	1,100.00	41.59	620.84	0.00	0.00	3,051.06	4,983.94	

COT MASTER NATURALIST INCOME STATEMENT for 2023															
	2023											Budget Delta			
	Budget	January	February	March	April	May	June	July	August	September	October		November	December	Totals
TMN Text Book Order	700										840.00			840.00	-140.00
Varner Hogg Fees	300													0.00	300.00
Ann's Monogramming - Intern Polo S	260													0.00	260.00
Zeiglers-Intern T-Shirts	200					114.15	114.15							228.30	-28.30
Intern Name Tags	60		28.75				97.75							126.50	-66.50
Intern Class Marketing	200													0.00	200.00
Intern Class - Zoom Annual fees	160										85.00			85.00	75.00
Intern Class Supplies	300							34.99						34.99	265.01
Intern Class Scholarships-2	300													0.00	300.00
Intern Registration Reimbursement														0.00	0.00
Sub Total	2480	0	28.75	0	0	114.15	246.89	0	0.00	0.00	925.00	0	0	0	0.00
EXPENSE TOTALS	10,515.00	35.99	28.75	4.06	132.31	855.30	622.01	0.00	1,100.00	41.59	1,545.84	0.00	0.00		
	(4,225)														
Ending Balance		\$ 9,766.12	10,917.11	11,837.74	11,813.72	12,979.06	12,511.57	12,594.54	11,518.54	11,500.93	9,978.88	0.00	0.00		
COT Chapter Lifetime membership Dues \$400.00															
COT 2023 Annual Dues \$25.00															
2023 Intern Class fee: \$150.00															
Members attaining 4,000, 5,000 or 10,000 VT hours are exempt from dues the next calendar year															
Travel reimbursement: c65.5/mile															