



**TMN-COT BOARD MEETING**  
**Wednesday, February 7, 2024, 9:11 a.m. – 10:42 a.m. (HYBRID)**  
**at Texas AgriLIFE Extension Service, Angleton TX**

**9:11 a.m. Call to Order**

**Kathy Pittman**

- Welcome to everyone in attendance or participating online. Kathy also welcomed guests, Barbara Adelsperger, one of our new interns, and Brenda Stitt, recipient of the EcoFund Grant and who requested to address the Board.
- K. Pittman recognized Marlon Nation, our 2023 Class Representative.

Elected Members of Board	Present	Appointed Members of Board/Committees	Present
Kathy Pittman (President)	X	Mickey Dufilho (Immediate Past President)	A
Jimmy Salinas (Vice-President/Programs)	X	John Boettiger (Membership Dir.)	X
Kathy Purvis (Secretary)	X	Kate Harris (Mentor Program)	A
Don Sabathier (Treasurer)	X	Melanie Hollenshead (New Class Dir.)	V
		Larry Peterson (Communications Dir.)	X
<b>Chapter Advisor(s)</b>		Ruby Lewis (Outreach Dir.)	A
John O'Connell (AgriLIFE Extension)	A	Kristine Rivers (Advanced Training Dir.)	V
Jordan Kieffer (TPWD: Sea Center Texas)	A	Oron Atkins (Volunteer Service Dir.)	V
<b>Guests/Other</b>		Connie Stolte (State Rep.)	V
Luanne Salinas	X	Rose Wagner (Chapter Host)	A
Amanda Gabehart	V	Marlon Nation (2023 Class Rep.)	A
Barbara Adelsperger	X		
Brenda Stitt	X		
<b>X - present, V - virtual &amp; A - absent</b>		<b>Quorum</b>	<b>Yes</b>

*(see Attendance Record attached as Item 1)*

- Agenda Additions/Corrections - K. Pittman announced the meeting format was revised to allow adequate time to address agenda items as needed. Monthly reports distributed prior to the meeting would not be specifically addressed unless discussion was needed.
- Approve Previous Board Minutes - The draft copy of the minutes of the January 3, 2024, Board meeting was sent via e-mail to Board members for review. J. Salinas requested a verbiage revision to reflect Buddy Ortego as "a wetland biologist and owner of Coastal Resources Biologist, LLC". No additional changes were requested.
- **Minutes Approval -**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the January Board minutes	L. Peterson	J. Salinas	Minutes approved by unanimous vote.

K. Pittman reminded members to review and sign the annual Conflict of Interest statements sent January 30 by Connie Stolte. Two (2) members present submitted their signed statements.



## Review Action Register and Update as Needed

**Kathy Pittman**

- Outreach activities at Brookside Village and Old Pearland Farmer's Markets - There has been no response from Pearland. Coordinators will work with R. Lewis to prepare outreach events.
- Resoft Park Workday - O. Atkins will reach out to Chad Davenport, the focal point of the organized start. Oron suggested developing a list of identified work needs and submitting it for approval.
- Kathy stated there was no update about the bat monitoring project due to the absence of M. Dufilho and noted Craig Hensley will be the guest speaker at the April Chapter meeting. He will help us determine which areas are suitable for the project.
- Urban Wildlife Project proposed by Ann Cheek, Ph.D. - O. Atkins stated he has eight (8) to 10 members interested in participating. He will contact Dr. Cheek to follow up.
- Update of the VPAR agreements - Oron reported he recently sent a worksheet to K. Pittman.

*Refer to Attachment 2 for updated Action Register.*

## President's Report

**Kathy Pittman**

- Barrow Elementary water fairs were postponed.
- K. Pittman and J. O'Connell taught soil and water education sessions on January 26 at Northside Elementary with 459 students participating, which was well received.
- Christina Hartman organized reptile outreach at Hogg Middle School STEAM night with an estimated 450 - 550 students participating.

Discussion ensued about the availability of reptile sessions. Kathy reported R. Lewis has members who are supporting/helping her with tasks.

- January Presidents' Meeting included the following:
  - New Liaison, Hannah Ferguson, will handle questions.
  - April – Volunteer Month
  - Virtual Volunteer Fair – April 9
  - City Nature Challenge – April 26 - 29
  - IT Staff Shortage – Word Press sessions on hold. Contact Mary Pearl or check You Tube if help is needed with doing something.
  - Websites – temporary security measures remain until “bot attacks” subside. The State is continuing to monitor.
  - VMS rebuild... testing is likely in late fall.

## Training

**Melanie Hollenshead (unavailable)**

The Wednesday evening class on I- naturalist and the Aquatic Systems training this Saturday have been cancelled. Make-up sessions will be scheduled for both.

## AT Director

**Kristine Rivers**

K. Rivers reported Spring 2024 AT Day will be held Saturday, June 15. The Chapter will provide lunch and there will be no event charge for members.

An evening mothing event has been scheduled for June 13 at Brazos Woods, hosted by Susan Conaty. Several sessions for Saturday have been scheduled/confirmed:



- "I Love Bugs" - Patty Brinkmeyer
- Creating a Pollinator Habitat
- Monarch Stewardship/Testing for OE - Mickey Dufilho
- Presentation by Darrin Griffith from the Brazoria County Mosquito Control District

**Past President**

**Mickey Dufilho (absent)**

Member concerns reported to M. Dufilho about the IT/AV problems experienced most recently with virtual participation in meetings were discussed. The County owns the equipment and has taken steps to address the issues. Members may be encouraged to attend meetings in person.

**Vice-President/Programs**

**Jimmy Salinas**

- Barbara Whaley, one of our COT members, will present "Integrated Pest Management" at the upcoming General meeting.
- Jennifer Wilson (Gulf Coast Bird Observatory) will provide an interim update in March about the Shrike Survey and return later with the final report.
- Craig Henley, TPWD, is scheduled to speak about the Statewide Bat Survey in April.

**Treasurer**

**Don Sabathier**

January 2024\*

<b>BEGINNING BALANCE</b>	\$10,700.59
Revenue Summary	2,700.30
Expense Summary	<u>94.88</u>
<b>ENDING BALANCE</b>	\$13,306.01

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

D. Sabathier reported he had filed the Chapter's tax return with the IRS via post card filing and noted the Chapter received a \$75.00 check with a note of thanks from the Hogg Middle School PTA.

**Membership**

**John Boettiger (absent)**

K. Pittman gave the report in J. Boettiger's absence:

<b>Initial Certifications</b>	<b>Recertifications</b>	<b>Milestones</b>
	Hugo Martinez (2023)	Mike Hampy (250) Kate Harris (250) Brenda Stitt (250) Cris Tobola (250) Janet Townsend (500) Richard Schaffhausen (5,000)

J. Boettiger will order the 5,000-hour recognition pin. New recognition pins cannot be ordered until February but should arrive in April.



**VMS DATA**

		January 2024	Year to Date
Hours*	VT	400.5	400.5
	AT	<u>137.5</u>	<u>137.5</u>
	Total	538.0	538.0
Impact Data*	Adults	35	35
	Youth	<u>547</u>	<u>547</u>
	Total	582	582

\* will not be considered final until mid-March 2024

K. Pittman will follow up with D. Brandes and R. Lewis about the BNWR Open House and DEEP numbers for January. She will carry this over as an agenda item for discussion, as well as posting recordings of our meetings.

**State Representative**

**Connie Stolte**

Members were reminded to complete their Conflict-of-Interest forms.

**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 – February 5 and March 4 (weather permitting), 8:00 a.m. - 10:00 a.m.; contact Jimmy or Luanne Salinas.
- 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.
- Approx. 1 mile of granite fine edge guard removal at the Dow Woods south trail, TBA; contact Oron Atkins.
- Great Backyard Bird Count - February 16 - 19; self-directed
- Abandoned Crab Trap Removal Project (TPWD) - February 17; more information to follow.
- NestFest - March 12, 9:00 a.m. - 12:00 p.m., contact Celeste Silling

O. Atkins reported he had spoken with Jim Olive, Executive Director of the Christmas Bay Foundation and learned TPWD had 30 volunteer boats in the water at San Luis County Park last year.

Brenda Stitt, the EcoFund Grant recipient, addressed the Board about the dune project at Follett's Island. The project permit was obtained, but the seeds, including sea oats and bitter panicum and salt grass, have not been ordered. TMN volunteers are needed to help with the planting along the beach side of the dunes at the Kelly Hamby Nature Trail. She stated she could be flexible about the date but would need two (2) days to order and have the seeds available. Discussion settled on February 19, from 8:00 a.m. - 12:00 Noon, weather permitting.

**Outreach**

**Ruby Lewis**

- DEEP - February 6, 8, 13, 15 and March 26 and 28, 8:00 a.m. - 2:30 p.m.; contact Ed Barrios
- BNWR Discovery Center Spring Open House - March 9 - 17



**Chapter Host**

**Rose Wagner**

R. Wagner sent an e-mail out to the membership on February 5 to let them know they could send a secret Valentine note for someone in the Chapter who has made a special impact on them. Submission received no later than February 11 will be included in the meeting's slide deck.

**Communications**

**Larry Peterson**

**Analytics 2024**

Website Sessions, PageViews, Users	Facebook:
<p><b>2024</b>                      Jan. Sessions 910, Pageviews 1594, Users 673</p> <p><b>2023</b>                      Dec. Sessions 357 Pageviews 729 Users 189                      Nov. Sessions 293 Pageviews 599 Users 150                      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 234 users                      March: 634sns 1319pageviews 325 users                      Feb: 569sns 1403pageviews 225 users                      Jan: 659sns 1759pvs 260 users</p>	<p><b>2024</b>                      Jan. Followers 1728, Reach 8.4K, Engagement 2.0K, Content 109</p> <p><b>2023</b>                      DEC Followers 1699 Reach 1.7K Engagement 807                      NOV Followers 1696 Reach 1.8K Engagement 609                      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.</p>

**Class 2023 Representative**

**Marlon Nation (absent)**

No report.

**Chapter Advisors**

**John O'Connell /Jordan Kieffer (absent)**

No report.

**New Business**

**All**

The General Meeting will be held on Wednesday, February 14 at 9:00 a.m. Please send agenda items for the PowerPoint presentation to K. Pittman by Sunday evening prior to the meeting.

The next Board meeting will be held on Wednesday, March 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 10:42 a.m. upon motions by K. Purvis and J. Salinas.



Respectfully submitted,

Kathy Purvis, Secretary

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

**Item 1. Attendance Record 2024**

Attendance 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Elected Board Members</b>													
Kathy Pittman - President	X	X											
Jimmy Salinas -VP	X	X											
Don Sabathier - Treas.	X	X											
Kathy Purvis - Secretary	X	X											
<b>Advisors</b>													
John O'Connell - AgrLife	X	A											
Jordan Kieffer - TPWD	V	A											
<b>Immediate Past President</b>													
Mickey Dufilho	X	A											
<b>Appointed Board/Committee Members</b>													
Oron Atkins – Volunteer Ops	A	V											
John Boettiger- Membership	A	X											
Kate Harris – Mentor Pgm.	X	A											
Marlon Nation - 2023 Intern Rep	V	A											
Melanie Hollenshead - Training	X	V											
Ruby Lewis - Outreach	X	A											
Larry Peterson - Communications	V	X											
Kristine Rivers – AT	X	V											
Connie Stolte – State Rep	A	V											
Rose Wagner, Chapter Host	V	A											
<b>Guests</b>													
Luanne Salinas	X	X											
Amanda Gabehart		V											
Barbara Adelsperger		X											
Brenda Stitt		X											



**Attachment 1 – Income Statement**

**COT MASTER NATURALIST INCOME STATEMENT for 2024**

	2024												Totals	Budget Delta		
	Budget	January	February	March	April	May	June	July	August	September	October	November			December	
Opening Balance		\$10,700.59														
<b>INCOME ITEMS</b>																
Membership Dues	2,900	1,126.29													1,126.29	1,773.71
Interest Income	10.00	0.22													0.22	9.78
Member Donations	300	23.79													23.79	276.21
Sponsor/Non-member Donations															0.00	0.00
Member Payments for New Shirts	40														0.00	0.00
Special AT event- Non Member fees	100														0.00	100.00
Sale of extra TMN Books/Food															0.00	0.00
<b>Sub Total</b>	<b>3,350</b>	<b>1,150.30</b>													<b>1,150.30</b>	<b>2,199.70</b>
New Intern Class Receipts	4,500	\$1,550.00													1,550.00	2,950.00
<b>INCOME TOTALS</b>	<b>7,850</b>	<b>\$2,700.30</b>												0.00	<b>\$2,700.30</b>	<b>5,149.70</b>

**COT MASTER NATURALIST INCOME STATEMENT for 2024**

	2024												Totals	Budget Delta		
	Budget	January	February	March	April	May	June	July	August	September	October	November			December	
<b>EXPENSE ITEMS</b>																
Approved Donations	300														0.00	300.00
Speakers Bureau															0.00	0.00
Speaker Travel Mileage/Motel/Tolls	200														0.00	200.00
Membership Director Expenses	50														0.00	50.00
Office Supplies, Postage Etc.	30	7.12													0.00	30.00
Special Annual AT Event/Fall Field D	1,750														0.00	1,750.00
Member Shirt Purchases (if any)	40														0.00	40.00
Special Recognition	200														0.00	200.00
Travelers D&O Ins. Premium (Paid 3 years in 2022)															0.00	0.00
Godaddy Website maintenance	200														0.00	200.00
New Officer/Member Name Tags	40														0.00	40.00
State Annual Conference																
Registration & Expenses	1,500.00														0.00	1,500.00
State Meeting Sponsorship & Scholarships	750.00															750.00
Materials	500														0.00	500.00
EcoFund Projects	500														0.00	500.00
Chapter Host-Meeting/Party Supplie	400	12.76													12.76	387.24
Chapter Host- Recognition Party/Cak	175														0.00	175.00
<b>Sub Total</b>	<b>6635</b>	<b>19.88</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19.88</b>	<b>6,615.12</b>

(continued, next page)



**Attachment 1 – Income Statement (continued)**

COT MASTER NATURALIST INCOME STATEMENT for 2024															
	2024												Totals	Budget Delta	
	Budget	January	February	March	April	May	June	July	August	September	October	November			December
TMN Text Book Order	1500													0.00	1,500.00
Zeiglers-Intern T-Shirts	1200													0.00	1,200.00
Intern Name Tags	150													0.00	150.00
Intern Class Marketing	100													0.00	100.00
Intern Class - Zoom Annual fees	250													0.00	250.00
Intern Class Supplies	200													0.00	200.00
Intern Class Scholarships-2	150													0.00	150.00
Intern Registration Reimbursement		75.00												75.00	-75.00
<b>Sub Total</b>	<b>3550</b>	<b>75.00</b>											<b>0</b>	<b>75.00</b>	<b>3,475.00</b>
			0												
<b>EXPENSE TOTALS</b>	<b>10,185.00</b>	<b>94.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>94.88</b>	<b>10,090.12</b>
	<b>(2,335)</b>														
<b>Ending Balance</b>		<b>13,306.01</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,306.01</b>	
COT Chapter Lifetime membership Dues \$400.00 COT 2024 Annual Dues \$25.00 2024 Intern Class fee: \$150.00 Members attaining 4,000, 5,000 or 10,000 VT hours are exempt from dues the next calendar year 2024 Travel reimbursement: c67/mile															

Cradle of Texas Action Item Register (UPDATED 2/4/24)				
Action Item	Assigned to	Due Date	Status	Comments
Review and update partners webpage (Aug 2019) (see below also)	Oron Atkins, Larry Peterson	1st Q 2023	Ongoing	Apr/May/June/Jul 2021: No update Aug: Oron will provide current info to Larry and he will update webpage (including State's definition of "partner") Sep: Oron submitted page updates to Larry including deleting Phillips 66, the combined arts organizations at Center for the Arts Oct/Nov: No update Jan 2022 No update Dec 2022 - 1st Q 2023 will be done Apr/May/June/Jul/Aug 2021: No update Sep: Oron has created a revised Partnership Agreement template and is reviewing existing VPARs Oct/Nov: No update Jan 2022. No update Dec. 2022 Get with Dave and see if people are volunteering - Eliminate if not volunteering
Update VPAR agreements (Aug 2019)	Oron Atkins	1st Q 2023	Ongoing	
VPALS need to be updated for website	Oron and Larry	1st Q 2023		
Pop up Outreach – develop plan for more small outreach opportunities	Kathy, Ruby		Ongoing	May – Melanie to lead, with Ruby as "inform" Aug '22 – Team met to determine 3 pop-up activities. • 8/13 Kid's Day @ Brazos Mall – Effects of Litter on Wildlife. • 9/10-11 Sweeping for Aquatic & Terrestrial Invertebrates @ BNWR • Reptiles as Scheduled by Ruby Dec. 2022 - nothing scheduled - melanie will get some things on calander Need to get another person to lead this. Aug 2023 - KWP - "northern outreach" group is scheduling events, working with Ruby to pull topics from materials we have, and will look at developing other topics as needed. KWP will head for now. No action yet. (Melanie)
Put together a proposal to fund a Spider Exhibit	Melanie			
Update 4000 Hours	Mickey		in progress	For Website
Bat Monitoring Project	Mickey		Ongoing	Dec23/Jan24 - volunteers solicited/recruited. TMN Tuesday general Training session on 1/23/24. Craig Hensley will be at April Chapter

Attachment 2					Cradle of Texas Action Item Register (UPDATED 2/4/24)	
Action Item	Assigned to	Due Date	Status	Comments		
Urban Wildlife project -	Oron/Kathy?		Ongoing	Jan 24 - Dr. Ann Cheek, UH, presented at Gen mtg. Volunteers solicited/recruited. Next monitoring month is April 24. Need to schedule training with Dr. Cheek?		
Resoft Park Work day	Oron/Chad Davenport?			work with BCPD to schedule a work day at Resoft Park. Goal is to introduce members to the park as an available vol opp, especially for members in northern BC		
Outreach - Brookside Village Farmer's Market	Kathy (w/ guidance from	24-Apr	in progress	Feb 24 - "Northern outreach" - need to set up April event with Brookside Village FM. Actively looking for coordinator for this group.		
Outreach - Old Pearl and Farmer's Market	Kathy (w/ guidance from Ruby	24-Apr	in progress	Feb 24 - "Northern outreach" - need to set up March event with OPFM. Actively looking for coordinator for this group. Kathy had met with and emailed the manager for OPFM. No response to email. Will reach out again.		