



TMN-COT BOARD MEETING
Wednesday, April 3, 2024, 9:05 a.m. – 11:13 a.m. (HYBRID)
at Texas AgriLIFE Extension Service, Angleton TX

9:05 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)	X	Mickey Dufilho (Immediate Past President)	X
Jimmy Salinas (Vice-President/Programs)	X	Oron Atkins (Volunteer Service Dir.)	X
Kathy Purvis (Secretary)	X	John Boettiger (Membership Dir.)	X
Don Sabathier (Treasurer)	X	Marlon Nation (2023 Class Rep.)	X
		Melanie Hollenshead (New Class Dir.)	V
Chapter Advisor(s)		Ruby Lewis (Outreach Dir.)	X
John O'Connell (AgriLIFE Extension)	X	Larry Peterson (Communications Dir.)	A
Jordan Kieffer (TPWD: Sea Center Texas)	V	Kristine Rivers (Advanced Training Dir.)	A
Guests/Other		Connie Stolte (State Rep.)	V
Luanne Salinas	A	Rose Wagner (Chapter Host)	X
Kate Harris	V		
X - present, V - virtual & A - absent		Quorum	Yes

(see Attendance Record attached as Item 1)

- Agenda Additions/Corrections - None presented.
- Approve Previous Board Minutes - The draft copy of the minutes of the March 6, 2024, Board meeting was sent via e-mail to Board members for review. Kathy Purvis reported a verbiage change was made and the updated March 5 Action Register was added.
- **Minutes Approval -**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the February Board minutes	M. Dufilho	R. Wagner	Minutes approved.

Review Action Register and Update as Needed

Kathy Pittman

- There were no further changes to the Action Register.

Training

Melanie Hollenshead

- We are finishing the first cycle of intern training. They have one more required curriculum course, "Columbia Bottomlands" with Chris Kneupper on Saturday, April 13, 2024, at Chocolate Bayou.
- Interns and O. Landreneau will conduct a clean-up at the Chocolate Bayou Boat Launch in Alvin across from Camp Mohawk on April 3, 2024, 5:30 – 8:30 p.m. This will count as an Intern Project. All data will be entered into Clean Swell. Jimmy Salinas will be their mentor.



- Ruby Lewis will conduct intern training on the reptiles outreach program on April 10, 2024, 5:30 – 8:30 p.m. at the Angleton Library meeting room. The training is open to Chapter Members, who are invited to prepare for the Summer Reading Program.
- Interns decided they would like to have a trip back to the Nash Prairie for their Graduation. This will be on April 17, 2024, beginning at 5:30 p.m. Chapter members and guests are invited to join them.
- Rose Wagner has ordered intern T-shirts and badges. Cream-colored badges were not available, so brushed metal badges were ordered. These badges can be viewed on the State website.
- We should have 15 Intern Graduates, including two (2) of the remaining 2023 interns.
- The Summer Session will start around the first week in June. M. Hollenshead plans to target area teachers who would like to become Texas Master Naturalists.
- We continue to receive inquiries about our classes. Social media, newspaper articles and our website are working very effectively to make intern training classes fill up quickly. Angela Griffin, Dick Schaffhausen and Larry Peterson are doing a wonderful job!! Thank you!
- M. Hollenshead is working on the summer and fall intern training schedules.
- Sarah Castillo, an intern, is editing the recorded classes. The recorded training videos will be posted on the new You Tube Channel, **Cradle of Texas Chapter Intern Training Videos**, at [\(4\) Cradle of Texas Chapter Intern Training Videos - YouTube](#).

John O'Connell indicated he would check with the State for guidance as to which You Tube site to use (public or private). Melanie explained the recorded videos will be available for occasional make-up use with her pre-approval and upon identifying the required key points learned. She advised members to check with Kristine Rivers about using it for advanced training (AT).

AT Director

Kristine Rivers

K. Pittman provided update information on June AT Day (June 16), as Kristine was unavailable. The nothing event will be held the Thursday before. TMN Coastal Prairie Chapter does nothing at Nash Prairie now, so Kristine will ask Mary Spollier from that Chapter to help. K. Pittman will check with Ed Barrios about doing something on pond life. Lunch will be catered by On the River Restaurant in Freeport. Registration opens for our Chapter members on May 1, 2024.

Bat Monitoring Project

Mickey Dufilho

M. Dufilho reported monitoring sites were assigned. Craig Hensley will bring three (3) monitors for high priority sites. Mickey will send out a schedule to volunteers with respect to available dates. C. Hensley will provide training to our volunteers after the Chapter meeting next Wednesday, and she will introduce him. She also mentioned our volunteers will give Craig feedback as to how to improve the bat project.

President's Report

Kathy Pittman

K. Pittman reported the State asked her to contact Meni Koulakiotis, an individual involved in the Kefi Project in Brazoria. The group is purchasing 32 acres of land within the Brazoria city limit and plans to construct approximately 350-400 mini houses on the site to house 400-500 underserved seniors. She talked with Mr. Koulakiotis and suggested help with filing an Environmental Impact Statement would be needed.

Kathy also reported R. Lewis received a request from Jordan Weaver of the Lake Jackson Historical Association for an Earth Day event scheduled for April 20. In other discussion, it was mentioned there would be a TMN-COT booth at Migration Celebration.



Presidents' Meeting included the following:

- Updates to Curriculum - soliciting comments/documentation of errors, etc.
- April Volunteer Month
- Virtual Volunteer Fair April 9, a TMN Tuesday offering
- City Nature Challenge, April 26 - 29
- The State Office has asked chapters not to plan meetings or activities during the Annual meeting if possible.
- VMS rebuild - The new account manager and rebuild manager are on-board. We may experience some challenges as data is copied and moved over. If any are encountered, please log tickets to let them know of any issues.

Past President

Mickey Dufilho

M. Dufilho had no further report but mentioned she and D. Sabathier went upstairs before the meeting.

Vice-President/Programs

Jimmy Salinas

J. Salinas reported Katie Krause from BEARS, Etc. will speak at the May meeting about the East Texas Bears situation. He had not confirmed yet whether she would present in person or via Zoom.

Treasurer

Don Sabathier

March 2024*

BEGINNING BALANCE	\$14,822.02
Revenue Summary	587.68
Expense Summary	75.20
ENDING BALANCE	<u>\$15,334.50</u>

* Refer to Attachment 1 for the Full Income Statement.

D. Sabathier mentioned there were donations of \$63.00. He also reported TDECU had refunded \$25.00 on the unauthorized debit card withdrawal. K. Pittman mentioned she would like to buy a portable table for use with pond life events. In continued discussion, she noted the pollinator garden at Camp Mohawk had been expanded and she would like to get metal labels on stakes. She indicated a set of would cost \$50.00.

Membership

John Boettiger

Recertifications

- | | |
|-----------------|----------------|
| Dave Brandes | Larry Peterson |
| Mickey Dufilho | Mary Schwartz |
| Amanda Gabehart | Regina Tippet |
| Anna Loonam | Janet Townsend |
| Karen Mosis | Barbara Whaley |
| Debbie Nance | |

Milestones

Barbara Whaley (250)



VMS DATA

		March 2024	Year to Date
Hours*	VT	1,030	3,246
	AT	<u>140</u>	<u>645</u>
	Total	1,170	3,891
Impact Data*	Adults	736	921
	Youth	<u>928</u>	<u>2,087</u>
	Total	1,664	3,008

* will not be considered final until mid-May 2024

State Representative

Connie Stolte

C. Stolte reported there was only one (1) outstanding Conflict-of-Interest form and she had contacted that person.

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.
- 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.
- Beach Sweep, Quintana Jetties – May 6 (weather permitting), 8:00 a.m. - 10:00 a.m.; contact Jimmy or Luanne Salinas.
- Sea Turtle Patrol (PAIS & local training required) - daily, began April 1 and continues to July 14, contact Roland Davis.
- City Nature Challenge - April 26 - April 29 (take photos) and April 30 - May 5 (identification) - self-directed.

O. Atkins also mentioned he had heard nothing back on the wildlife survey.

Outreach

Ruby Lewis

R. Lewis reviewed outreach opportunities and related volunteer challenges:

- Spring Fling (registration required) - April 6 - May 5, two (2) shifts daily (9:00 a.m. - 12:30 p.m.) and (12:30 p.m. - 4:00 p.m.), contact Celeste Silling.
- Brookside Village Farmers' Market - April 14, 9:00 a.m. - 1:00 p.m.; have volunteers signed up.
- DEEP - May 14 and May 16, 8:00 a.m. - 2:30 p.m., contact Ed Barrios.
- Migration Celebration - April 26, 8:00 a.m. - (open), for set-up; contact Barbara Whaley.
- Migration Celebration - April 27 and 28, 11:00 a.m. - 4:00 p.m., contact Barbara Whaley.
- Old Pearland Farmers' Market, Independence Park - May 18, 9:00 a.m. - 2 p.m., contact Kathy Pittman.



Chapter Host

Rose Wagner

R. Wagner reported she will order a volunteer cake decorated with a bat on it for the Chapter meeting. She is working on AT Day food.

Communications

Larry Peterson

Analytics 2024

Website Sessions, PageViews, Users	Facebook
<p><u>2024</u></p> <p>Mar. Sessions 398, Pageviews 787, Users 222 Feb. Sessions 423, Pageviews 896, Users 217 Jan. Sessions 910, Pageviews 1594, Users 673</p> <p><u>2023</u></p> <p>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 Pageviews 1023, Total Users 241 April: Sessions 444 Pageviews 1229, Total Users 234 March: Sessions 634 Pageviews 1319, Total Users 325</p>	<p><u>2024</u></p> <p>Mar. Followers 1978, Reach 3.6K, Engagement 1.8K, Published 141 Feb. Followers 1802, Reach 3.1K Engagement 1.3K Published 113 Jan. Followers 1728, Reach 8.4K Engagement 2.0K Content 109</p> <p><u>2023</u></p> <p>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</p>

Class 2023 Representative

Marlon Nation

M. Nation reported he sat in with a class (virtual). He is working to create a brochure for indigenous peoples of Brazoria County. M. Hollenshead asked him to be a mentor for that. Mickey reported she is mentoring two (2) interns who are working on posters for the Wingspan measurement.

Chapter Advisors

John O'Connell /Jordan Kieffer

J. O'Connell announced AgriLife will host a volunteer luncheon on April 17. It will include a taco bar with a staff salsa contest. He also mentioned the AgriLife Building roof and the air conditioning system are scheduled to be replaced on April 9. A partial renovation of the kitchen is also to be done, but no date has been given for that.

New Business

All

The General Meeting will be held on Wednesday, April 10 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, May 1, 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 11:13 a.m. upon motions made by Rose Wagner and Jimmy Salinas.

Respectfully submitted,

Kathy Purvis, Secretary

cc: Board Members
 Clara Tyler, AgriLIFE Secretary (Clara.tyler@ag.tamu.edu)

Item 1. Attendance Record 2024

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



Attachment 1 - March Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2024							
	2024						Budget
	Budget	January	February	March	April	Totals	Delta
Opening Balance		\$10,700.59	\$13,306.01	\$14,822.02	\$15,334.50		
INCOME ITEMS							
Membership Dues	2,900	1,126.29	937.72	274.65		2,338.66	561.34
Interest Income	10.00	0.22	0.23	0.26		0.71	9.29
Member Donations	300	23.79		62.58		86.37	213.63
Sponsor/Non-member Donations			75.00	24.99		99.99	-99.99
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
Sub Total	3,350	1,150.30	1,012.95	362.48			
New Intern Class Receipts	4,500	\$1,550.00	830.00	225.20		2,605.20	1,894.80
INCOME TOTALS	7,850	\$2,700.30	1,842.95	587.68		2,525.73	5,324.27

COT MASTER NATURALIST INCOME STATEMENT for 2024							
	2024						Budget
	Budget	January	February	March	April	Totals	Delta
EXPENSE ITEMS							
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		176.95			176.95	23.05
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	24.99	40.21		77.96	322.04
Chapter Host- Recognition Party/Cak	175			34.99		34.99	140.01
Sub Total	6635	19.88	201.94	75.2	0.00	297.02	6,337.98



Attachment 1 - March Income Statement (continued)

COT MASTER NATURALIST INCOME STATEMENT for 2024

	2024						Budget Delta
	Budget	January	February	March	April	Totals	
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		50.00			50.00	50.00
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	-75.00
Sub Total	3550	75.00	125.00	0			
EXPENSE TOTALS	10,185.00	94.88	326.94	75.20	0.00		
	(2,335)						
Ending Balance		13,306.01	14,822.02	15,334.50			
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 4/2/2024)

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 Mar 2024 - update website
Update VPAR agreements (Aug 2019)	Oron Aktins	1st Q 2023	Ongoing	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
VPALS need to be updated for website	Oron and Larry	1st Q 2023		
Bat Monitoring Project	Mickey		on going	Dec23/Jan24 - volunteers solicited/recruited. TMN Tuesday general Training session on 1/23/24. Craig Hensley will be at April Chapter meeting
Urban Wildlife project -	Oron		Close?	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? Mar 2024 - No response from Dr. Cheek, despite several emails and phone messages
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 - Old Pearland Farmer's Market	Kathy Pittman (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. May 2024 - we are set for May 18th - subject will be insects. We will also have a craft activity for children
Planning for AT Day	Kristine	Jun-24	in progress	Mar 26/27 - planning meeting held.. Lining up speakers, food, mothing activity and doorprizes

Cradle of Texas Action Item Register (UPDATED 4/2/2024)

Action Item	Assigned to	Due Date	Status	Comments
Develop Virtual Option - Milestone Plaques	Kathy Pittman		in progress	Apr 24 - Kathy Pittman - discussed options with Brigid Norris (contact from Mickey). Once we get plaques back, we will send pictures and names to Bridgitt - she is willing to create file and update for us as needed. Chapter will print/publish as needed May 2024 - KP - I have the plaques back from the engravers and will send pictures to Bridgitt this month
Plan redo of TMN-COT brochure	OPEN			April 2024 - current brochure is not valid, as it does not have the TPWD logo. Hannah Ferguson from State Office has provided examples, and Crystal has our editable copy. We need to consider any other changes (maybe new pictures as well)