



TMN-COT BOARD MEETING
Wednesday, September 4, 2024, 9:02 a.m. – 10:02 a.m.
(HYBRID) at Texas AgriLIFE Extension Service, Angleton TX

9:02 a.m. Call to Order

Jimmy Salinas

Jimmy Salinas welcomed everyone in attendance or participating online.

Elected Members of Board	Present	Appointed Members of Board/Committees	Present
Kathy Pittman (President)	A	Mickey Dufilho (Immediate Past President)	X
Jimmy Salinas (Vice-President/Programs)	X	Oron Atkins (Volunteer Service Dir.)	X
Kathy Purvis (Secretary)	A	John Boettiger (Membership Dir.)	X
Don Sabathier (Treasurer)	X	Marlon Nation (2023 Class Rep.)	A
		Melanie Hollenshead (New Class Dir.)	V
Chapter Advisor(s)		Ruby Lewis (Outreach Dir.)	V
John O'Connell (AgriLIFE Extension)	X	Larry Peterson (Communications Dir.)	V
Jordan Kieffer (TPWD: Sea Center Texas)	A	Kristine Rivers (Advanced Training Dir.)	V
Guests/Other		Connie Stolte (State Rep.)	A
Luanne Salinas	X	Rose Wagner (Chapter Host)	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 August 7, 2024, Board meeting was sent via e-mail to Board members for review. No changes were requested prior to the meeting.
- **Minutes Approval -**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the August Board minutes	M. Dufilho	J. Boettiger	Minutes approved.

Update October Field Day

Kristine Rivers

Registration was sent out 9/03 and several members have registered. Jim Calvert will give a history of Follet's Island. Lunch, with sandwiches and fruit, will be provided along with bottled water. Kristine reminded Don to move the two (2) donations to the church and Cradle of Texas Conservancy from the Spring AT day to donations and return those amounts to the AT budget.



Nominating Committee

Mickey Dufilho

Our committee members for this year are Mickey Dufilho, Jimmy Salinas, Luanne Salinas, Tara Lawrence and Barbara Whaley. No one has volunteered to take the presidency. Pattie Brinkmeyer expressed interest in the board but does not know what position. She is invited to attend the board meetings to see what role she might have interest. Marlon Nation will contact Mickey in the next few weeks and talk about a role. Kathy Purvis wants someone to take over the newsletter. Kathy Pittman will work.

Training Update

Melanie Hollenshead

Training records have been reviewed and Rose has ordered name badges and shirts for the interns. Melanie will get the training team together soon to ask for help with the fall training – especially the field trips. The next training will begin in October. Melanie is considering a doing a concentrated Intern Training for the summer intern course. Melanie will get someone from the intern class to attend the board meetings.

Action Register Review/Updates

Jimmy Salinas

See attached update

President's Report (submitted by Kathy Pittman – Kathy out of town)

- I will be out of the country Sept 1 – 16th. Jimmy will cover the next Board meeting and Chapter meeting.
- Chapter Brochure – Amanda Gabehart is going to work with me to edit current brochure (any rewording, favorite pictures, etc.). I think we are almost out of brochures so this needs to get moving.
- PVSA pins (4000 hours) – are back in stock. Backorders are being mailed out. If a 4000 awardee is going to the annual meeting, Michelle will award their pin there.
- Reminder for new members - remind new members of rules around using TMN title, no advocacy, non-political, not for business purposes, etc.
- We need to list VMS codes and descriptions on all events. (I think Oron does this on the event descriptions in the Volunteer Calendar?)
- Annual meeting Oct 24th-27th.
- Annual meeting info - hotel link open, conference registration and agenda. Registration open, at full price - \$550. Closes Sept 30th
- Sept 15th deadlines for contests.
- All info is on the State website
- Need 10 photos to submit for the slide show at mealtime. I will reach out to members.
- Need to submit any "in memoriam" photos from members who died this year.
- MAKE SURE milestones are recorded in VMS by August 31 and Sept 29th - Michelle pulls the milestone info from VMS for the State awards program on those dates FOR ATTENDEES. If we have someone who hits a milestone after Sept 29th but before the meeting, and they are going to the meeting, I need to email Michelle
- Leadership Advisory Board
- Brazoria Co. Fair – October 11th -19th
- AgriLife to host "Texas Wines and Small Bites" – Friday 9/20, 6:30 pm \$45 <https://www.eventbrite.com/e/texas-wines-small-bites-tasting-tickets-873412770107>
- Kimberly Mayer and MG to hold "traveling Plant Party" - to be held in 4 locations in county
- Cap'n Bob – Nov 6th and 7th. There may not be any sessions with a "natural resources" theme this year. We may not be able to count the volunteer hours as in years past.



- Joint Project with Master Gardeners – The Wildscape restoration at Delores Fenwick Nature Center in Pearland - We had 5 TMN members on the first workday along with several MG volunteers. We filled up 2 pickup loads of invasives and overgrowth. It was a lot of work, but the volunteers worked together and were AWESOME!!! JoAnne Knodel and Kathy Pittman will assess when we need to schedule subsequent workdays (likely every 2-3 months).
- Annual meeting information
 - September 15 is the deadline for the contests.
 - All Annual Meeting information has been posted to the State website.
 - We will award one (1) registration fee scholarship and one (1) \$100 discount. One (1) member has requested a scholarship thus far.
- Joint Project with Master Gardeners (wildscape restoration at Pearland Nature Center as addressed earlier).

Past President

Mickey Dufilho

M. Dufilho had no further report.

Vice-President/Programs

Jimmy Salinas

J. Salinas reported plans for the following speakers:

- September - Alenka Cardenas, Bayou City Waterkeepers
- October - Fall Field Day (no Chapter meeting)
- December – John Boettiger – White Tailed Deer
- January - David Heineke – Snakes of Brazoria County
- February – David Gwin – Time to Restore Texas

Treasurer

Don Sabathier

D. Sabathier presented the summary report as of August. Refer to appended Item 2 for the Full Income Statement.

August 2024	
BEGINNING BALANCE	\$13,567.57
Revenue Summary	544.02
Expense Summary	<u>1,273.17</u>
ENDING BALANCE	\$12,657.15

Membership

John Boettiger

2024 May TMN-COT Hours and Impact Report

Initial Certifications	Recertifications	Milestones
Jerabeck, Suzanne	Buell, Susan	
Lawrence-Johnson, Tara	Cobb, Joel	
Smith, Sabrina	Gregurek, Donna	
	Hanson, Brian	
	Jerabeck, Suzanne	
	Lawrence-Johnson, Tara	
	Smith, Sabrina	

Initial Certifications

Recertifications (cont.)
 Summers, Gina

Milestones

VMS Data – Hours *		August	Year to Date
	VT –	588.18	10,604.97
	AT –	<u>123.25</u>	<u>1,735.24</u>
	Total -	711.43	12,324.21
Impact data*	Adults	84	
	Youth	<u>254</u>	
	Total	338	

*Will not be considered final until mid-October 2024

State Representative

Connie Stolte

There was no report.

Upcoming VT Opportunities – September 2024

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 – 9/9 & 10/7, 8:00 AM to 10 AM, Quintana Jetty Parking Area – contacts Jimmy/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.
- DFNC Educational Pond and Native Garden Habitat Workdays – 9/7, 8 AM to 12 PM – contact Kathy Pittman.

Outreach

Ruby Lewis

- GCBO Xtreme Hummingbird Xtravaganza (XHX) – 9/14 & 21, 8:00 a.m. - 12:00 Noon; contact Celeste Silling.
- Bull Red Run-A-Palooza SCT – 9/28, 8:00 a.m. to 12:30 p.m.; contact Jordan Kieffer.
- KBR Kids Day, Tony Marron Park - 10/19 – 11:00 a.m. - 3:00 p.m.
- Spooktacular - 10/20, 3:00 p.m. - 6:00 p.m.

Chapter Host

Rose Wagner

R. Wagner reported she sent out an e-mail request for refreshment volunteers for the general meeting for Potluck Mexican Dinner. She has about 12 people responded. Mickey will bring Mexican Rice; Oron will bring cooked ground beef for tacos and Luanne will bring shredded lettuce and chopped tomatoes. Rose will send out another request.

Communications

Larry Peterson

Larry is having some problems with new intern emails and has requested Melanie check with the interns for alternate addresses.



Analytics 2024 - Website and Social Media Analytics

Website				Facebook		
2024	Sessions	Pageview	Users	Followers	Reach	Engagement
Aug.	416	741	235	2061	10.4	1.5
Jul.	382	631	283	2037	1.1K	422
Jun.	601	1060	342	2028	2.5K	1.26K
May	514	893	298	2011	4.7K	2.7K
Apr.	354	668	210	1989	2.14K	1.2K
Mar.	398	787	222	1978	3.6K	1.8K
Feb.	423	896	217	1802	3.1K	1.3K
Jan.	304	531	224	1728	8.4K	1.2K
2023						
Dec.	357	729	189	1699	1.7K	807
Nov.	293	599	150	1696	1.8K	609
Oct.	360	796	180	1690	2.9K	1513
Sept.	312	666	155	1680	2.5K	463
Aug.	344	742	187	1669	964	149
Jul.	323	666	159	1656	1.5K	949

Class 2023 Representative

Marlon Nation (absent)

There was no report.

Chapter Advisors

John O'Connell /Jordan Kieffer

There was no report.

New Business

All

Kristine asked to review alternate locations for our next Board meeting due to parking issues, IT issues and crowding in the auditorium.

The next General meeting will be held on Wednesday, September 11, 2024, at 6:00 p.m. Please send J. Salinas any items for the PowerPoint slide deck by the Sunday evening prior to the meeting.

The next Board meeting will be held on Wednesday, October 2, 2024, at 9:00 a.m. Please send K. Pittman any agenda items by the Wednesday prior to the meeting.

President: J. Salinas adjourned the Board Meeting at 10:02 a.m.

Respectfully submitted,

Mickey Dufilho for Kathy Purvis, Secretary

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



Item 2. August Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2024

	2024								Totals	Budget Delta	
	Budget	January	February	March	April	May	June	July			
Opening Balance		\$10,700.59	\$13,306.01	\$14,822.02	\$15,334.50	\$15,361.67	\$16,190.21	13,567.57			
INCOME ITEMS											
Membership Dues	2,900	1,126.29	937.72	274.65	595.65	149.75	25.00			3,109.06	-209.06
Interest Income	10.00	0.22	0.23	0.26	0.25	0.27	0.26	0.23		1.72	8.28
Member Donations	300	23.79		62.58	23.79	23.79	23.79	23.79		181.53	118.47
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						172.08			172.08	-72.08
Reimbursements					331.40		129.75			461.15	-461.15
Sub Total	3,350	1,150.30	1,012.95	362.48	951.09	173.81	350.88	24.02		4,025.53	-675.53
New Intern Class Receipts	4,500	\$1,550.00	830.00	225.20	475.00	1,051.71	150.20	300.40		4,582.51	-82.51
INCOME TOTALS											
	7,850	\$2,700.30	1,842.95	587.68	1,426.09	1,225.52	501.08	324.42	##	8,608.04	-758.04

COT MASTER NATURALIST INCOME STATEMENT for 2024

	2024								Totals	Budget Delta	
	Budget	January	February	March	April	May	June	July			
EXPENSE ITEMS											
Approved Donations	300					104.42		150.00		254.42	45.58
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					6.80		13.92	16.08
Special Annual AT Event/Fall Field D	1,750						1206.29	150.00		1,356.29	393.71
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				300.00					300.00	450.00
Materials	500					103.90				103.90	396.10
EcoFund Projects	500							198.89		198.89	301.11
Unbudgeted Field Research Bat Project					108.16	185.41	32.46			326.03	-326.03
Chapter Host-Meeting/Party Supplie	400	12.76	24.99	40.21		3.25				81.21	318.79
Chapter Host- Recognition Party/Cak	175			34.99	40.99					75.98	99.02
Sub Total	6635	19.88	201.94	75.2	449.15	396.98	1,238.75	505.69	# 0 ## # ##	2,887.59	3,747.41



Item 2. August Income Statement (continued)

COT MASTER NATURALIST INCOME STATEMENT for 2024											
	2024										
	Budget	January	February	March	April	May	June	July	guten tobenem	Totals	Budget Delta
TMN Text Book Order	1500						1786.00			1,786.00	-286.00
Zeiglers-Intern T-Shirts	1200				811.80					811.80	388.20
Intern Name Tags	150				95.00					95.00	55.00
Intern Class Marketing	100		50.00							50.00	50.00
Intern Class - Zoom Annual fees	250									0.00	250.00
Intern Class Supplies	200				42.97		98.97			141.94	58.06
Intern Class Scholarships-2	150									0.00	150.00
Intern Registration Reimbursement		75.00	75.00							150.00	-150.00
Sub Total	3550	75.00	125.00	0.00	949.77	0	1884.97	0		3,034.74	515.26
EXPENSE TOTALS	10,185.00	94.88	326.94	75.20	1,398.92	396.98	3123.72	505.69	# # # # #	5,922.33	4,262.67
	(2,335)										
Ending Balance		13,306.01	14,822.02	15,334.50	15,361.67	16,190.21	13,567.57	13,386.30	# # # # #		
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 09/04/24)

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. June 2024 - K. Pittman sent a photo to B. Norris to assist her with designing a printable paper plaque suitable for posting online. The President's Call to Service Award (PCTSA) will continue to recognize service hours. We will continue to showcase those recipients on the website.
Plan redo of TMN-COT brochure	Amanda Gabehart	?	pending	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) May 2024 - tabled until the June meeting. 9/4/24 Amanda Gabehart will edit this. Kathy requested pictures and updates sent to her.
Review/update COH Guidelines			New	May 2024 - Review Appendix 11.1.6(a) of the Chapter Operating Handbook (COH) re volunteer time limitation and Species of Greatest Conservation Need as per the Texas Parks & Wildlife Department (TPWD) endangered species list #1279 (link sent by C. Stolte); J. O'Connell to consult with state coordinators, the Executive Board, elected officers and advisors for input and help.
Appointment of Spring 2024 Intern Class Representative	Melanie Hollenshead		New	May 2024 - As per Section 3.3.6, page 10, of the COH, which states a class representative serves from the end of the class to the end of the next class, appointment of a representative from this recent graduated intern class is in order.
Set up nominating committee and begin to solicit for new board members				
	Mickey	November	Ongoing	Mickey, Tara Lawrence, Jimmy Salinas, Luanne Salinas, Barbara Whaley
Fall Field Day	Kristine	Start planning in June/July	Complete	Schedule for October Chapter meeting

Cradle of Texas Action Item Register (UPDATED 09/04/24)

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 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
Resoft Park Work day	Oron/Chad Davenport?		Complete	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 Aug 24 - Kate Harris is working on pollinator garden at Resoft. May be able to build off her work there.

Cradle of Texas Action Item Register (UPDATED 09/04/24)

Action Item	Assigned to	Due Date	Status	Comments
Outreach - Old Pearland Farmer's Market & Brookside Village FM	Kathy Pittman (w/ guidance from Ruby)	November	Complete	looking for coordinator for this group. Will plan for November at OPFM BVFM is changing their format to a twice a year event. We will have to find out what months they are planning to hold their event.
JOINT TMN-COT/MG Project - at Pearland Delores Fenwick Nature Center	Kathy/Oron		Complete.	cleanup and revitalize existing wildscape area to the east of the main building. This will be a joint project with the Brazoria Co. Master Gardener Association. First work days will be Thurs Aug 29, Sat Aug 31, Sat Sept 7. Additional work days to be scheduled every 2-3 months as needed.