

**TMN-COT BOARD MEETING**  
**Wednesday, April 2, 2025, 9:01 am – 10:45 am (HYBRID) at**  
**Texas AgriLIFE Extension Service, Angleton TX**

**9:01 a.m. Call to Order**

**Kathy Pittman**

Kathy Pittman welcomed 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)	A
Jimmy Salinas (Vice-President/Programs)	A	Oron Atkins (Volunteer Service Dir.)	A
Kathy Purvis (Secretary)	A	John Boettiger (Membership Dir.)	X
Don Sabathier (Treasurer)	V	Donna Rich (2024 Class Rep.)	X
		Barbara Whaley (New Class Dir.)	X
<b>Chapter Advisor(s)</b>		Ruby Lewis (Outreach Dir.)	A
John O'Connell (AgriLIFE Extension)	X	Larry Peterson (Communications Dir.)	X
Jordan Kieffer (TPWD: Sea Center Texas)	V	Kristine Rivers (Advanced Training Dir.)	X
<b>Guests/Other</b>		Vacant (State Rep.)	
Luanne Salinas	A	Rose Wagner (Chapter Host)	X
		Patty Brinkmeyer (Newsletter)	A
<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 - None presented.
- Approve Previous Board Minutes - The draft copy of the minutes of the February 2025, Board meeting was sent via e-mail to Board members for review.
- **Minutes Approval – No corrections.**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the March Board minutes	L. Peterson	R. Wagner	Minutes approved.

**Training Update**

**Barbara Whaley**

There are two (2) more Saturday sessions and one (1) more Tuesday session. Six (6) current interns and two (2) continuing from the class last fall are expected to graduate. All seem to be very eager and will hopefully, be active in the Chapter.

The Board discussed going back to providing a nice polo (perhaps a cooltec) and a work T-shirt. R. Wagner will check on pricing, including embroidery. Melanie has resigned her position due to health issues. Barbara will continue as Interim Training Director and has asked Marlon Nation to assist next fall. There will not be a summer class.

**Bat Monitoring**

**Mickey Dufilho (out of town)**

Mickey is again heading up this project for the Chapter. We will be using the mini bat as well as the SM4 bat monitors. Training meetings have been held and the schedule finalized. Monitoring starts April 28 and goes through June 27.

## Action Register Review/Updates

Kathy Pittman

Members discussed the status of several items. They also discussed the need to start thinking about ideas for our 25th anniversary in 2026.

## Presidents Report

Kathy Pittman

- April is Volunteer Appreciation month
  - April 8th – TMN Virtual Volunteer Fair
  - April 20th – April 26th – National Volunteer Week
  - April 22nd – Earth Day
  - April 25th – April 28th – City Nature Challenge
  - April 29th – May 4th – CNC Identification Period
- New Pollinators for Texas Grant program – April 1<sup>st</sup> to June 1<sup>st</sup> - \$80K, \$4k max. Intern is interested in submitting grant for pollinator supplies and education materials.
- Donation – returned check. Donor confused accounts. Will be sending a money order and cover NSF fees
- VMS –implementing two-factor sign in for Admins (Dave and Oron, Kathy – read only access). VMS system updates still in progress. Should be invisible to users. Test system should be available by summer
- Time to Restore Project – We will be inviting interested Master Gardeners to this presentation on April 9th.
- Phishing attempts showing up for many chapters.
- In light of recent State Bills that could have affected TPWD, State is asking us to remind members of non-advocacy rules.
- State meeting - Contest deadlines will be moved up to Sept 1<sup>st</sup> (had been Sept 15<sup>th</sup> in previous years)
- Endowment Fund “Chapter Challenge” – trying to raise \$20K. Several chapters have made contributions in honor of anniversaries, memorials, etc. Currently fund is at \$175K. The goal is \$5M and funds will not be used until they reach the \$5M point.
- **Honorary TMN members** – K. Pittman submitted the names of Layna Lewis and David Heinicke for the Board's consideration for Honorary Membership in the Chapter at the April General meeting.

**Layna Lewis** – has been instrumental in assisting Ruby Lewis with outreach at Open Houses, Migration Celebration, Library and other events. Layna transports, helps organize set up and take down, and then stays to greet visitors, share information on the Friends group and the COT Chapter, and whatever else that needs to get done. These events have been successful due in large part to Layna's assistance and support of the Chapter.

**David Heinicke** - a longtime instructor for several Master Naturalist Chapters and Brazos Bend State Park, David gladly shares his knowledge of animals, plants, and all things Nature in our area. David organized many “snail busting” outings, volunteered with BCPD Nature camps, presented at both meetings and AT Day events, taught sections of our Intern Training courses and is the current Training Director for the Brazos Bend State Park Volunteer Organization.

### Article 4, sec G, page 6 of Chapter Bylaws:

Honorary Designation - An honorary Texas Master Naturalist is a person who has made a substantial contribution to the furtherance of the state program or activities of the chapter. Candidates for honorary designation may be submitted by any chapter member to the chapter board for approval. With board approval, the candidate will be placed before the general membership for a vote. Honorary designation shall be approved by the affirmative two-thirds vote of the members present at any general membership meeting. Honorary Texas Master Naturalists do not pay chapter dues and are not entitled to vote or hold a board position.



After discussion, the board came to a consensus to ask the two individuals if they will accept an honorary membership. We can never thank them enough for what they do for us and for others. Rose Wagner made the motion that the Board approve these two for Honorary Membership status and to hold a vote at the next meeting. John Boettiger seconded. The motion passed on a unanimous voice vote.

**Past President**

**Mickey Dufilho**

M. Dufilho had no further report.

**Vice-President/Programs**

**Jimmy Salinas**

J. Salinas reported plans for the following speakers:

- March - Sarah Belles, American Bird Conservancy, Gulf Coast Avian Ecologist and Galveston Bay Area Chapter Texas Master Naturalists (Shore Birds)
- April - David Gwin (Time to Restore Texas)
- May – Jim Olive and Brenda Stitt
- June – Arlon Motsch – How to develop a bug garden
- July – Martin Hagne – GCBO

**Secretary (no report)**

**Kathy Purvis**

**Treasurer**

**Don Sabathier**

D. Sabathier presented the summary reports for March. Refer to appended Item 2 for the Full Income Statement.

**COT TREASURER REPORT**

**March 2025**

<b>BEGINNING BALANCE</b>	\$ 12,315.57
Revenue Summary	1,873.65
Expense Summary	1,237.67
<b>ENDING BALANCE</b>	<b>\$12,951.55</b>

\* Approximately 118 members have paid or are Lifetime members

Don said that income was normal for the month, excluding the extra donation.

**Membership - March**

**John Boettiger**

Initial Certifications	Recertifications	Milestones
none	Atkins, Oron	none
	Boettiger, John	
	Brandes, David	
	Calvert, James	
	Dufilho, Mickey	
	Dungan, David	
	Gabehart, Amanda	
	Griffin, Angela	
	Hanson, Paula	
	Myers, Herbert	
	Nance, Debbie	
	Peterson, Larry (Pete)	
	Taylor, Betty	
	Tobola, Crystal	
	Townsend, Janet	

John said that we are at 19 recertifications so far – normal numbers.

**VMS Data –**

		March 2025	Year to Date
Hours *	VT –	1,239	3,013
	AT –	223	929
	<b>Total -</b>	<b>1,462</b>	<b>3,942</b>
Impact data*	Adults	112	262
	Youth	75	213
	<b>Total</b>	<b>187</b>	<b>475</b>

\*will not be considered final until mid-May 2025

**Volunteer Service**

**Oron**

**Upcoming VT Opportunities –April/May 2025**

- **Exploration Green Work Day** – every Wed, 9:00 AM to 12:00 PM – contact Christie Taylor, <https://www.explorationgreen.org/>
- **Trash Collection/Disposal Analysis Project** – self directed
- **Beach Sweep** – 5/05, 8 AM to 10 AM, Quintana Jetties– contacts Jimmy/Luanne Salinas
- **Nurdle Beach Patrol** – Jace Turnell – self-directed (<https://www.nurdlepatrol.org/app/>)
- **Brazoria County Comprehensive Spider Survey** – Melanie Hollenshead - self directed
- **Adopt a Loop for TMN** – contact Cris Tobola - self directed
- **DFNC Educational Pond and Native Garden Habitat Workdays** – future date(s)? – contact Kathy Pittman
- **Time to Restore Project** – self-directed – contact Kathy Pittman, <https://www.usanpn.org/community/TimeToRestore>



- **Spring Bats and Blooms BioBlitz** – 4/01 thru 5/01 – self-directed – contact Katie Boughal  
<https://www.inaturalist.org/projects/spring-bats-blooms-bioblitz>.

**Outreach**

**Ruby Lewis**

- **GCBO Spring Fling** – 4/05 to 5/04, daily 9am to 4 pm – many slots already filled  
<https://signup.com/go/qmVrxwi>
- **Sea Center Nature Day** – 4/05, 10 am to 3 pm; contact Ruby or Jordan Kieffer (a few more volunteers are needed). There will also be a tree giveaway (Trees for Houston).
  - Youth Catch and Release Fishing, 9 am to 11 pm.
  - Live Reptiles, Learning Activities, and More, 10 am to 3 pm.
  - Birds of Prey Show, 11 am & 2 pm.
- **Open Garden Days** – 4/12, 10 am to noon – Bug Sweeping at BEES Master Gardener Location. Joint event with BCMGA. Contact Kathy Pittman
- **Migration Celebration Set Up** – 4/25, 8 am to 1 pm; contact Barbara Whaley
- **Migration Celebration Event** – 4/26 & 4/27, 11 am to 4 pm; contact Barbara Whaley
- **DEEP** – 5/01, 5/06, 5/08, 5/13 & 5/15 – 8 am to 2:30 PM – Lee Gaston

**Chapter Host**

**Rose Wagner**

- Will order a cake for Volunteer appreciation month
- Will solicit refreshment volunteers
- Will check on polo shirt pricing.

**Communications**

**Larry Peterson**

**WEBSITE and SOCIAL MEDIA ANALYTICS**

**Website**

2025	Sessions	Pageviews	Users
Mar	Not available at meeting		
Feb	566	1111	280
Jan.	546	1071	286
2024	Sessions	Pageviews	Users
Dec.	335	656	192
Nov	390	748	248
Oct.	355	632	212
Sept	328	690	179
Aug	416	741	235
Jul.	382	631	283
Jun.	601	1,060	342
May	514	893	298
Apr.	354	668	210
Mar.	398	787	222
Feb.	423	896	217
Jan.	304	531	224

**Facebook:**

2025	Followers	Views	Engagement
Mar	2111	5906	561
Feb	2100	7,965	675
Jan.	2092	4.9K	223



2024	Followers	Reach	Engagement
Dec.	2076	5.1K	306 (25 posts)
Nov.	2071	6.2K	3.1 K (22 posts)
Oct.	2074	1.7K	5.41K (37 posts)
Sept.	2074	9.8K	1.5K
Aug.	2061	10.4K	1.5K
Jul.	2037	1.1K	422
Jun.	2028	2.5K	1.26K
May	2011	4.7K	2.7K
Apr.	1989	2.14K	1.2K
Mar.	1978	3.6K	1.8K
Feb.	1802	3.1K	1.3K
Jan.	1728	8.4K	1 .2K

**Class Rep. Absent**

**Donna**

**Chapter Advisors**

**John O'Connell  
 Jordan Kieffer**

Jordan reported they will be monitoring the weather for Nature Day and cancelling if needed. Sea Center and Brazoria Co Parks Dept are coordinating kayaking at SCT. There will be a Training Program sometime this summer. Nathan Murphy is involved. Kim Richardson's family left a sea turtle shell and egg transport tote at SCT. Jordan has not been able to get in touch with anyone in the Friends group. Barbara Whaley offered to pick the items up and take to the Friends Board meeting. If the shell does not belong to Friends, it may be a shell that was loaned to us by BCPD. Kathy to contact Bryan Frazier to find out what we need to do to get it back to them or formalize the loan. We use the shell at outreach events. J. O'Connell finally received a "loaner" model of the Watershed Game. He will schedule training on it. John will be presenting at a Plastics event at the Houston Zoo. Also, he has gotten plans for building a table top stream model that can be used instead of the larger stream trailer. Cost is approximately \$100 per model, plus the granular media. There will be a volunteer appreciation event at 3 pm on April 30<sup>th</sup>.

**New Business**

**All**

General Meeting Agenda – Next General Meeting will be at 6 pm April 9th. Please send any meeting agenda items to Kathy Pittman no later than SUNDAY evening prior. Next Board meeting will be May 7th at 9 am. Please send any agenda items to Kathy Pittman by Sunday evening prior.

**President Kathy Pittman adjourned the Board Meeting at 12:45 PM**

Respectfully submitted,

Kathy Purvis, Secretary

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



Item 1. Attendance Record 2024

Attendance 2025	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									
Jimmy Salinas -VP	X	X	X	A									
Kathy Purvis - Secretary	X	X	A	A									
Don Sabathier - Treasurer	V	V	X	V									
<b>Advisors</b>													
John O'Connell - AgrLife	X	X	X	X									
Jordan Kieffer - TPWD	V	X	A	V									
<b>Immediate Past President</b>													
Mickey Dufilho	A	A	X	A									
<b>Appointed Board/Committee Members</b>													
Oron Atkins – Volunteer Ops	X	X	X	A									
John Boettiger- Membership	X	X	X	X									
Donna Rich - 2024 Intern Rep	X	X	A	A									
Melanie Hollenshead - Training	A	A	A										
Barbara Whaley			X	X									
Ruby Lewis - Outreach	A	A	A	A									

Item 2. March Income Statement

**COT MASTER NATURALIST INCOME STATEMENT for 2025**

	2025					Totals	Budget Delta
	Budget	January	February	March	April		
Opening Balance		\$10,235.82	\$12,610.89	\$12,315.57			
<b>INCOME ITEMS</b>							
Membership Dues	3,250	1,158.90	673.55	699.64		2,532.09	717.91
Interest Income	10.00	0.20	0.19	0.22		0.61	9.39
Member Donations	300	23.79	23.79	23.79		71.37	228.63
Sponsor/Non-member Donations		10.00		1,000.00		1,010.00	-1,010.00
Member Payments for New Shirts	40					0.00	0.00
Special AT-Remote/Non Member fee	100	238.67	101.49			101.49	-1.49
Amazon Debit Reimbursement		114.39				114.39	-114.39
<b>Sub Total</b>	<b>3,700</b>	<b>1,545.95</b>	<b>799.02</b>	<b>1,723.65</b>	<b>0.00</b>	<b>4,068.62</b>	<b>-368.62</b>
New Intern Class Receipts	5,250	\$1,051.40		150.00		1,201.40	4,048.60
<b>INCOME TOTALS</b>	<b>8,950</b>	<b>\$2,597.35</b>	<b>799.02</b>	<b>1,873.65</b>	<b>0.00</b>	<b>5,270.02</b>	<b>3,679.98</b>



Item 2. March Income Statement (continued)

COT MASTER NATURALIST INCOME STATEMENT for 2025							
	2025						Budget Delta
	Budget	January	February	March	April	Totals	
<b>EXPENSE ITEMS</b>							
Approved Donations	300		150.00			150.00	150.00
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	7.52				7.52	22.48
Special Annual AT Event/Fall Field D	1,750		869.34	59.60		928.94	821.06
Member Shirt Purchases (if any)	40					0.00	40.00
Special Recognition	200					0.00	200.00
Travelers D&O Ins. Premium (3 years	1,600					0.00	1,600.00
Godaddy Website maintenance	200	214.76				214.76	-14.76
New Officer/Member Name Tags	40					0.00	40.00
State Annual Conference							
Registration & Expenses	1,500					0.00	1,500.00
State Meeting Sponsorship &							
Scholarships	750					0.00	750.00
Materials	500					0.00	500.00
EcoFund Projects	500					0.00	500.00
Field Research Bat Project	750			146.07		146.07	603.93
Chapter Host-Meeting/Party Supplie	400					0.00	400.00
Chapter Host- Recognition Party/Cak	175					0.00	175.00
TDECU Returned Check for ISF				1000			
TDECU Check Debit				32.00			
<b>Sub Total</b>	<b>8985</b>	<b>222.28</b>	<b>1,019.34</b>	<b>1,237.67</b>	<b>0.00</b>	<b>2,479.29</b>	<b>6,505.71</b>

COT MASTER NATURALIST INCOME STATEMENT for 2025							
	2025						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					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>0.00</b>	<b>75.00</b>	<b>0.00</b>	<b>0</b>	<b>75.00</b>	<b>3,475.00</b>
<b>EXPENSE TOTALS</b>	<b>12,535.00</b>	<b>222.28</b>	<b>1,094.34</b>	<b>1,237.67</b>	<b>0.00</b>	<b>2,554.29</b>	<b>9,980.71</b>
	<b>(3,585)</b>						
<b>Ending Balance</b>		<b>12,610.89</b>	<b>12,315.57</b>	<b>12,951.55</b>	<b>0.00</b>		
COT Chapter Lifetime membership Dues \$400.00							
COT 2025 Annual Dues \$25.00							
2025 Intern Class fee: \$150.00							
Members attaining 4,000, 5,000 or 10,000 VT hours are exempt from dues the next calendar year							
2025 Travel reimbursement: c67/mile							

Cradle of Texas Action Item Register (UPDATED 12/20/24)				
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	Ongoing	
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. Nov 24 - no response from B. Norris. Will reach out to next graphic arts contact Dec 2024 - B Norris continues to update. We are waiting for Chapter logo from State in SVG format Mar 2025 - Logos received in Jan and forwarded to Bridgitt. Contacted her and she will work on it. April 2025 - prelim layout completed and Larry set up test version to view online. May 2025 - layout completed and names sent to Bridgitt for final versions. She will have images printed so that we can frame them. Larry can then place online.
Plan redo of TMN-COT brochure	KP	June review	in progress	Dec 2024 no progress. Mar 2025 - Kathy Purvis volunteered to review wording and suggest updates.