



TMN-COT BOARD MEETING
Wednesday, May 7, 2025, 9:10 a.m. – 11:42 a.m. (HYBRID) at Texas
AgriLIFE Extension Service, Angleton TX

9:10 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)	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)	V	Donna Rich (2024 Class Rep.)	X
		Betty Skweres (2025 Class Rep.)	A
Chapter Advisor(s)		Barbara Whaley (New Class Dir.)	X
John O'Connell (AgriLIFE Extension)	A	Ruby Lewis (Outreach Dir.)	X
Jordan Kieffer (TPWD: Sea Center Texas)	V	Larry Peterson (Communications Dir.)	X
Guests/Other		Kristine Rivers (Advanced Training Dir.)	V
Luanne Salinas	X	David Skweres (State Rep.)	V
		Rose Wagner (Chapter Host)	V
		Patty Brinkmeyer (Newsletter)	A
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 April 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 April Board minutes	M. Dufilho	L. Peterson	Minutes approved as presented.

- Discuss Board positions for 2026 – “forward planning” **Kathy Pittman**
 - Who on the elected board is planning on returning (if elected) - J. Salinas and D. Sabathier
 - Directors who are planning on staying - O. Atkins, J. Boettiger, D. Rich, B. Whaley, R. Lewis, L. Peterson, K. Rivers and R. Wagner; D. Sabathier and L. Peterson stated they would step down if others expressed interest in their positions.
 - Each of us should review our job description in the COH and ensure we are covering duties as outlined. “If not, why not?”
 - Do we want to consider 2-year, staggered terms for elected Board positions (this would require a change to the bylaws. – Article V, Sec F). This was discussed and decided to further discuss at a future meeting.
 - Do we want a board retreat and invite interested members? No. It was recommended we survey the membership about interest in board membership. Potential questions for the survey will be sent to K. Pittman.

Our Chapter will celebrate its anniversary next year. Kathy asked the Board to be thinking of suggestions for it.



Action Register Review/Updates

Kathy Pittman

- Plaques – Names to be updated and then templates will be ready to post to website/printed. There will be some expense for frames and printing.

Board Reports

President's Report

Kathy Pittman

- Gifts, nametags for honorary members - Both honorary nominees have accepted and will attend the meeting.
- Did not attend monthly President's meeting – will view recording and pass along any important information.
- Workdays at DFNC will resume. There was a good turnout on Saturday, 5/03.

Vice President /Programs

Jimmy Salinas

- May - Jim Olive; Jimmy will send the title of the presentation to L. Peterson for the website
- Luanne has a bag of fertilizer and liquid fertilizer from Jim as door prizes at the General Meeting
- June- – Michele Sluis – Offshore Pelagic Species
- July - Martin Hagne
- August- Arlon Motsch – How to develop a bug garden
- September -
- October - Fall Field Day
- November - Open
- December- Open

Ideas for future programs are Coyote Project by Urban Carnivores – Kristine will give Jimmy the information. Another program is Marie Nolan on sea beans.

Secretary

Kathy Purvis

No report

Treasurer

Don Sabathier

D. Sabathier presented the summary reports for April. Refer to appended Item 2 for the Full Income Statement. Approximately 122 members showed as paid or Lifetime memberships.

COT TREASURER REPORT

April 2025

BEGINNING BALANCE	\$ 12,951.55
Revenue Summary	1,222.83
Expense Summary	113.50
ENDING BALANCE	\$14,060.88

Membership - April

John Boettiger

Amanda Gabehart – 5,000 hours award pin has come in. We need to recognize her at the meeting, if she is available.

Request for reinstatement – Juli Martin sent in a request for reinstatement and has paid her dues for 2025. The Board needs to vote to accept or reject. A motion made by Mickey and seconded by Oron passed unanimously. John will let Dave and Don know Juli Martin has been reinstated. Kathy will check the chapter operations manual for requirement for the board to approve reinstatement.



Ruby reported events at Angleton Jr. HS, Alvin Jr. HS and Alvin Business Breakfast Meeting as well as April 1 Home School Program.

AT Director

Kristine Rivers

- **Fall Field Day** – potentially at GCBO with bird banding, presentation on activities of GCBO and some guided hikes.

Chapter Host

Rose Wagner

Rose will send an email requesting refreshments for the General Meeting and Mickey will serve as hostess.

Communications –

Larry Peterson

WEBSITE and SOCIAL MEDIA ANALYTICS

Website

2025	Sessions	Pageviews	Users
Apr.			237
Mar.	453	913	228
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

Facebook:

2025	Followers	Views	Engagement
Apr.	2121	4931	350
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

- Larry reported issues with Calendar updating due to updates to the program. Oron cannot enter repeating events and there is an issue with getting the analytics report. The TPWD will purchase a full premium version of Word Press and that should take care of the problems.
- Kathy asked Larry to investigate a Zoom subscription for non-profits to purchase for the Chapter to help eliminate the issues with hybrid meetings.



Class Rep.
 Nothing to report

Donna Rich

Chapter Advisors
 No report

John O'Connell
Jordan Kieffer

New Business

All

M. Dufilho reported the Bat project is underway again. She also volunteered to help put together the intern poster for the Spring class.

General Meeting Agenda – The next General Meeting will be at 6 pm May 14th. Please send any meeting agenda items to Kathy Pittman no later than SUNDAY evening prior.

The next Board meeting will be June 4th at 9 am. Please send any agenda items to Kathy Pittman by Sunday evening prior.

President Kathy Pittman adjourned the Board Meeting at 11:42 am.

Respectfully submitted,

Mickey Dufilho for Kathy Purvis, Secretary

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

Item 1. Attendance Record 2025

Attendance 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Elected Board Members													
Kathy Pittman - President	X	X	X	X	X								
Jimmy Salinas -VP	X	X	X	X	X								
Kathy Purvis - Secretary	X	X	A	X	X								
Don Sabathier - Treasurer	V	V	X	V	V								
Advisors													
John O'Connell - AgrLife	X	X	X	X	A								
Jordan Kieffer - TPWD	V	X	A	V	V								
Immediate Past President													
Mickey Dufilho	A	A	X	A	X								
Appointed Board/Committee Members													
Oron Atkins - Volunteer Ops	X	X	X	A	X								
John Boettiger- Membership	X	X	X	X	X								
Donna Rich - 2024 Intern Rep	X	X	A	A	X								
Betty Skweres - 2025 Class Rep					A								
Melanie Hollenshead - Training	A	A	A										
Barbara Whaley			X	X	X								
Ruby Lewis - Outreach	A	A	A	A	X								
Larry Peterson - Communications	V	V	X	X	X								
David Skweres - State Rep					V								
Kristine Rivers – AT	X	X	X	X	V								



Rose Wagner, Chapter Host	A	A	X	X	V								
Guests													
Luanne Salinas	X	X	X	X	X								
Patty Brinkmeyer	V	V	X	A	A								

Attachment 1 – April 2025 Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2025								
	2025							
	Budget	January	February	March	April	May	Totals	Budget Delta
Opening Balance		\$10,235.82	\$12,610.89	\$12,315.57	\$12,951.55			
INCOME ITEMS								
Membership Dues	3,250	1,158.90	673.55	699.64	174.85		2,706.94	543.06
Interest Income	10.00	0.20	0.19	0.22	0.22		0.83	9.17
Member Donations	300	23.79	23.79	23.79	1047.76		1,119.13	-819.13
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
Sub Total	3,700	1,545.95	799.02	1,723.65	1,222.83	0.00	5,291.45	-1,591.45
New Intern Class Receipts	5,250	\$1,051.40		150.00			1,201.40	4,048.60
INCOME TOTALS	8,950	\$2,597.35	799.02	1,873.65	1,222.83	0.00	6,492.85	2,457.15



COT MASTER NATURALIST INCOME STATEMENT for 2025

	2025							Budget Delta
	Budget	January	February	March	April	May	Totals	
EXPENSE ITEMS								
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			5.41		12.93	17.07
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				46.99		46.99	128.01
TDECU Returned Check for ISF				1000			1,000.00	-1,000.00
TDECU Check Debit				32.00			32.00	-32.00
Sub Total	8985	222.28	1,019.34	1,237.67	52.40	0.00	2,531.69	6,453.31

COT MASTER NATURALIST INCOME STATEMENT for 2025

	2025							Budget Delta
	Budget	January	February	March	April	May	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				33.25		33.25	116.75
Intern Class Marketing	100						0.00	100.00
Intern Class - Zoom Annual fees	250						0.00	250.00
Intern Class Supplies	200				27.85		27.85	172.15
Intern Class Scholarships-2	150						0.00	150.00
Intern Registration Reimbursement			75.00				75.00	-75.00
Sub Total	3550	0.00	75.00	0.00	61.10	0	136.10	3,413.90

EXPENSE TOTALS	12,535.00	222.28	1,094.34	1,237.67	113.50	0.00	2,667.79	9,867.21
	(3,585)							

Ending Balance		12,610.89	12,315.57	12,951.55	14,060.88	0.00		
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2 COT Chapter Lifetime membership Dues \$400.00
 3 COT 2025 Annual Dues \$25.00
 4 2025 Intern Class fee: \$150.00
 5 Members attaining 4,000, 5,000 or 10,000 VT hours are exempt from dues the next calendar year
 5 2025 Travel reimbursement: C67/mile

Cradle of Texas Action Item Register - working copy (UPDATED 05/07/25)

Action Item	Assigned to	Due Date	Status	Comments
Develop Virtual Option - Milestone Plaques	Kathy Pittman		in progress	<p>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</p> <p>May 2024 - KP - I have the plaques back from the engravers and will send pictures to Bridgitt this month.</p> <p>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.</p> <p>Nov 24 - no response from B. Norris. Will reach out to next graphic arts contact</p> <p>Dec 2024 - B Norris continues to update. We are waiting for Chapter logo from State in SVG format</p> <p>Mar 2025 - Logos received in Jan and forwarded to Bridgitt. Contacted her and she will work on it.</p> <p>April 2025 - prelim layout completed and Larry set up test version to view online.</p> <p>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.</p>
Plan redo of TMN-COT brochure	KP	June review	in progress	<p>Dec 2024 no progress.</p> <p>Mar 2025 - Kathy Purvis volunteered to review wording and suggest updates.</p>

Cradle of Texas Action Item Register - working copy (UPDATED 05/07/25)

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	

