



TMN-COT BOARD MEETING
Wednesday, June 4, 2025, 9:03 am – 11:27 am (HYBRID) at
Texas AgriLIFE Extension Service, Angleton TX

9:03 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)	A	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.)	X
Chapter Advisor(s)		Barbara Whaley (New Class Dir.)	X
John O'Connell (AgriLIFE Extension)	X	Ruby Lewis (Outreach Dir.)	V
Jordan Kieffer (TPWD: Sea Center Texas)	V	Larry Peterson (Communications Dir.)	X
Guests/Other		Kristine Rivers (Advanced Training Dir.)	V
Luanne Salinas	A	David Skweres (State Rep.)	X
		Rose Wagner (Chapter Host)	A
		Patty Brinkmeyer (Newsletter)	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 May 2025, Board meeting was sent via e-mail to Board members for review.
- **Minutes Approval – Corrections noted.**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the May Board minutes	B. Whaley	M. Dufilho	Minutes approved as presented.

K. Pittman thanked B. Whaley and the training team for the successful completion of the Spring Intern Class. K. Rivers discussed graduation scheduling, intern project presentations and integrating our new members.

Bat Project Update

Mickey Dufilho

M. Dufilho gave a brief update and discussed battery issues, the software and expenses, noting the budget amount had been reached or exceeded. The board voted to add \$250 to the budget on the motion of K. Rivers, seconded by B. Skweres.



Nomination Committee

Kathy Pittman

We need to organize a nomination committee soon for the upcoming Board elections. There has been no input on survey questions. Kathy reviewed the committee charge from Section 5.2.2 of the COH.

Action Register Review/Updates

Kathy Pittman

- Plaques – Names to be updated and then templates will be ready to post to website/printed. We will incur some expense for frames and printing.
- 25th Anniversary Celebration - K. Pittman proposed we do different things to recognize our Chapter anniversary throughout the year. Some of the ideas discussed included planting a tree, highlighting the original class, check into getting a proclamation and consider honorary memberships for commissioners. John O'Connell volunteered to pursue the proclamation. A planning committee would be helpful.
- Review/update of the partners webpage has been completed.
- VPAR (Volunteer Agreement Request) partnership agreements are all current for active partners. O. Atkins will scan the VPARs and send them to L. Peterson for posting on the website.
- VPAL (Volunteer Partnership Agreement Listing) reviews/updates need to be finished. We need to create VPALs as needed and send to Larry for posting on the website.

Board Reports

President's Report

Kathy Pittman

- Workdays at DFNC - The 3rd Saturday and preceding Thursdays thru October are being considered. O. Atkins suggested the DFNC would be a great location for our Fall Field Day. K. Rivers will add that to her list.
- VMS system updates - Be aware the system will be tested this summer and there may be some downtime in September.
- Annual meeting - The annual meeting will be held October 16 - 19 in College Station. Hotel registration is open. Kathy asked about those planning to attend and mentioned the Chapter typically offers a scholarship. She also noted she had encouraged P. Brinkmeyer to submit one of our newsletters for the annual meeting contest. The deadline is September 1. J. O'Connell and Kristine have submitted proposal to do presentations at the meeting.
- There will be no Board meeting in July.

Vice President /Programs

Jimmy Salinas

- June- – Michelle Zapp Sluis, Ph.D., B.S. - Gulf Research Institute for Highly Migratory Species (GRIHMS)
- July - Martin Hagne
- August- Arlon Motsch – How to develop a bug garden
- September - Open
- October - Fall Field Day
- November - Open
- December- Open

Secretary

Kathy Purvis

No report



Treasurer

Don Sabathier

D. Sabathier opened with a report that he sent in the required 2024 IRS filing (IRS Form 990N), then gave his Treasurer Report summarized as follows (refer to appended Item 2 for the Full Income Statement):

COT TREASURER REPORT

May 2025

BEGINNING BALANCE	\$ 14,060.88
Revenue Summary	2,000.24
Expense Summary	<u>824.04</u>
ENDING BALANCE	\$15,237.08

Don noted there had been some member donations and raised discussion about potential uses for the donated funds:

- Purchase a table for pond life exhibiting (we approved this in either 2023 or 2024)
- Offer some amount to pay for food and upkeep of the reptiles
- A *one-time increase* to next year's ECO fund project
- Re-do the trail signage at Camp Mohawk
- More permanent plant markers for pollinator gardens at Mohawk, Resoft and wildscape at Delores Fenwick
- Jay at Camp Mohawk wants to start a "rewilding" project this winter at Camp Mohawk. We could help with seed purchases for the wildflower meadow he envisions.
- Provide "seed" money for a Pollinator lab (or whatever it's called) - potentially going in at Harvest for the Hungry
- Bat monitoring needs - purchase the software that we need?
- Anything at GCBO or Quintana sanctuary that we can help with?
- If the project continues, provide more plants for the San Luis dune planting

Section 7 (Chapter Donations) of the CMOP (Chapter Management and Operations Protocols) was briefly reviewed as to guidelines and forms. K. Pittman mentioned we need to link to the Code of Ethics and Standards of Conduct. L. Peterson will follow up to accomplish this.

Discussion about the above projects/ideas seemed to show interest along the following lines: 1) offer some amount to pay for food and upkeep of the reptiles, 2) more permanent plant markers for pollinator gardens at Mohawk, Resoft and wildscape at Delores Fenwick and 3) Bat monitoring needs.

Membership - May

John Boettiger

Initial Certification:	Emily Howard	Kevin Shebek	Herbert Taylor	
Recertifications:	Mel McKey	Sheree Muzny	Jimmy Salinas	Luanne Salinas
	Kenneth Sluis	Linda Sluis	Warren (Andy) Smith	Rose Wagner
Milestones	Regina Tippett (2,500)			

J. Boettiger mentioned we have had 41 members who have recertified thus far. He will compile a report about recertifications and pins. Members who achieved their initial certifications as listed above had already gotten their pins and certificates. Regina Tippett has gotten her pin as well.



VMS Data

		May 2025	Year to Date
Hours*	VT	939	6,226
	AT	<u>122</u>	<u>1,225</u>
	Total	1,061	7,451
Impact data*	Adults	88	2,504
	Youth	<u>26</u>	<u>7,931</u>
	Total	114	10,435

*Will not be considered final until mid-July 2025

Training Update

Barbara Whaley

B. Whaley has a lot of trainers lined up for the next class, with orientation scheduled for Saturday, September 6, training beginning the next week for completion the first week of December.

Volunteer Service

Oron Atkins

O. Atkins opened by recognizing those who built the deck to the mobile home: Robin Townsend, George Valadez and himself. They will essentially be converting the trailer for living quarters.

Upcoming VT Opportunities – June/July 2025

- **Exploration Green Workday** – 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** – 7/07, 8:00 AM to 10:00 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** – 3rd Saturdays and preceding Thursdays, 8:00 AM to 11 A.M. (dates to be posted to the calendar) – contact Kathy Pittman
- **Time to Restore Project** – contact Kathy Pittman – self-directed <https://www.usanpn.org/community/TimeToRestore>
- **Sea Center, Kids' Fishing Day** - 6/07, 9:00 AM - 11:00 AM - contact Jordan Kieffer. Jordan reported they had almost 300 kids signed up and need additional volunteer help.

Outreach

Ruby Lewis

- **BCLS Summer Reading Club** – 6/17, 18, 19, 20, 24 & 25. See TMN-COT volunteer calendar for locations and times – contact Ruby Lewis
- **Camp Mohawk Nature Camp** – 6/09 - 13, 9:00 AM to 12:00 PM – contact Ruby Lewis. A list of volunteers has been given to the county.
- **GCBO** needs some work on a boardwalk and boat walk; no dates have been given.

O. Atkins raised discussion about the recent Kemps Ridley turtle eggs found and the extraordinary lengths it took to locate the nest. L. Peterson participated in the search and recounted the events leading to the removal of 116 Kemps Ridley eggs.



State Representative

David Skweres

No report yet

AT Director

Kristine Rivers

The team had their first day meeting June 3. Fall Field Day will be held at GCBO on October 8, 9:00 AM - 12:00 N with optional activities with a bird banding demonstration. An art activity may be included. Martin Hagne will give an introductory talk about GCBO at 9:00 AM. Lunch will be provided from the budget (set at \$820) and members will be asked to bring fruit/veggie trays.

M. Dufilho reported no one has been named to replace Craig Hensley, who recently retired. She also mentioned that L. Peterson had done a "fantastic job" with data analysis for the bat project.

Chapter Host

Rose Wagner

No report.

Class Rep. 2024
Class Rep. Spring 2025

Donna Rich
Betty Skweres

No report yet

Communications

Larry Peterson

L. Peterson mentioned he had not sent in a report because he was unable to access the data. He continues to have issues with the website, which is maintained by Texas A&M. They are changing the state website and updating it. He will update our website when he can.

WEBSITE and SOCIAL MEDIA ANALYTICS

Website				Facebook			
2025	Sessions	Pageviews	Users	2025	Followers	Views	Engagement
Apr.			237	Apr.	2121	4931	350
Mar.	453	913	228	Mar.	2111	5906	561
Feb.	566	1111	280	Feb.	2100	7,965	675
Jan.	546	1071	286	Jan.	2092	4.9K	223
2024	Sessions	Pageviews	Users	2024	Followers	Reach	Engagement
Dec.	335	656	192	Dec.	2076	5.1 K	306 (25 posts)
Nov.	390	748	248	Nov.	2071	6.2 K	3.1K (22 posts)
Oct.	355	632	212	Oct.	2074	1.7 K	5.41K (37 posts)
Sept.	328	690	179	Sept.	2074	9.8 K	1.5 K
Aug.	416	741	235	Aug.	2061	10.4 K	1.5 K
Jul.	382	631	283	Jul.	2037	1.1 K	422
Jun.	601	1,060	342	Jun.	2028	2.5 K	1.26K
May	514	893	298	May	2011	4.7 K	2.7 K
Apr.	354	668	210	Apr.	1989	2.14 K	1.2 K
Mar.	398	787	222	Mar.	1978	3.6 K	1.8 K

**Chapter Advisors****John O'Connell**
Jordan Kieffer

J. O'Connell reported Water Wednesdays are ending, with the last on July 16. He also mentioned he had submitted a proposal to present at the State meeting. He is hoping to use the Eco funds to do training for members to present. He would like to purchase multiple copies of the games for members to use in their home chapters.

New Business**All**

None.

General Meeting Agenda – The next General Meeting will be at 9:00 AM June 11. Please send any meeting agenda items to Kathy Pittman no later than SUNDAY evening prior.

The next Board meeting will be August 6 at 9:00 AM. Please send any agenda items to Kathy Pittman by Sunday evening prior.

President Kathy Pittman adjourned the Board Meeting at 11:27 am.

Respectfully submitted,

Kathy Purvis, Secretary

cc: Board Members
Clara Tyler, AgriLIFE Secretary (Clara.tyler@aq.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	X							
Jimmy Salinas -VP	X	X	X	X	X	A							
Kathy Purvis - Secretary	X	X	A	X	X	X							
Don Sabathier - Treasurer	V	V	X	V	V	V							
Advisors													
John O'Connell - AgrLife	X	X	X	X	A	X							
Jordan Kieffer - TPWD	V	X	A	V	V	V							
Immediate Past President													
Mickey Dufilho	A	A	X	A	X	X							
Appointed Board/Committee Members													
Oron Atkins - Volunteer Ops	X	X	X	A	X	X							
John Boettiger- Membership	X	X	X	X	X	X							
Donna Rich - 2024 Intern Rep	X	X	A	A	X	X							
Betty Skweres - 2025 Class Rep					A	X							
Melanie Hollenshead - Training	A	A	A										
Barbara Whaley - Training			X	X	X	X							
Ruby Lewis - Outreach	A	A	A	A	X	V							
Larry Peterson - Communications	V	V	X	X	X	X							
David Skweres - State Rep					V	X							
Kristine Rivers – AT	X	X	X	X	V	V							
Rose Wagner, Chapter Host	A	A	X	X	V	A							
Patty Brinkmeyer	V	V	X	A	A	V							
Guests													
Luanne Salinas	X	X	X	X	X	A							



Attachment 1 – May 2025 Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2025

	2025								
	Budget	January	February	March	April	May	June	Totals	Budget Delta
Opening Balance		\$10,235.82	\$12,610.89	\$12,315.57	\$12,951.55	\$14,060.88			
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	0.24		1.07	8.93
Member Donations	300	23.79	23.79	23.79	1,047.76	1,000.00		2,119.13	-1,819.13
Sponsor/Non-member Donations		10.00		1,000.00		1,000.00		2,010.00	-2,010.00
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	2,000.24	0.00	7,291.69	-3,591.69
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	2,000.24	0.00	8,493.09	456.91

COT MASTER NATURALIST INCOME STATEMENT for 2025

	2025								
	Budget	January	February	March	April	May	June	Totals	Budget Delta
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		759.05		905.12	-155.12
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				1,000.00				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	759.05	0.00	3,290.74	5,694.26



Item 1. Attendance Record 2025 (continued)

COT MASTER NATURALIST INCOME STATEMENT for 2025

	2025							Totals	Budget Delta
	Budget	January	February	March	April	May	June		
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	19.00		52.25	97.75
Intern Class Marketing	100					45.99		45.99	54.01
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	61.1	64.99	0	201.09	3,348.91
EXPENSE TOTALS	12,535.00	222.28	1,094.34	1,237.67	113.50	824.04	0	3,491.83	9,043.17
Ending Balance		12,610.89	12,315.57	12,951.55	14,060.88	15,237.08	0.00		

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
 6 2025 Travel reimbursement: c67/mile
 7

Cradle of Texas Action Item Register - working copy (UPDATED 06/04/25)

Action Item	Assigned to	Due Date	Status	Comments
VPALS need to be updated for website	Oron and Larry	1st Q 2023	Ongoing	Oron will finish reviewing, create VPALS as needed and send to Larry to post on the website.
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>