

TMN-COT BOARD MEETING
Wednesday, September 3, 2025, 9:03 AM – 10:52 AM
(HYBRID) at Texas AgriLIFE Extension Service, Angleton TX

9:03 AM Call to Order

Kathy Pittman

Kathy Pittman welcomed everyone in attendance and 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)	V	John Boettiger (Membership Dir.)	X
Don Sabathier (Treasurer)	X	Donna Rich (2024 Class Rep.)	X
Chapter Advisor(s)		Betty Skweres (2025 Class Rep.)	X
John O'Connell (AgriLIFE Extension)	X	Barbara Whaley (New Class Dir.)	X
Jordan Kieffer (TPWD: Sea Center Texas)	V	Ruby Lewis (Outreach Dir.)	V
Guests/Other		Patty Brinkmeyer (Communications Dir.)	A
Luanne Salinas	X	Kristine Rivers (Advanced Training Dir.)	X
Amanda Smith	V	David Skweres (State Rep.)	X
Melanie Hollenshead	X	Rose Wagner (Chapter Host)	X
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 6, 2025, Board meeting was sent via e-mail to Board members for advance review.
- **Minutes Approval – No corrections.**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the August Board minutes	Oron Atkins	John Boettiger	Minutes approved as presented.

Fall Field Day Update

Kristine Rivers

K. Rivers reported registration opened September 2 and had a good response - 35 registrations in 2 days.

Bat Project Update

Mickey Dufilho

M. Dufilho will need a short time at the general meeting for an overview of the preliminary data and highlight of local findings. She would like to recognize members of the project team and have a photo taken as well.

Nominating Committee Update

Mickey Dufilho

M. Dufilho presented the following slate of Board nominees for 2026 on behalf of the committee:

President - Kathy Pittman
Secretary - Donna Rich

Vice-President - Jimmy Salinas
Treasurer - Amanda Smith

The slate of nominees will be presented at the November general meeting. Nominations from the floor will also be solicited that same night.

Action Register Review/Updates

Kathy Pittman

- Brochures - Patty Brinkmeyer finished the brochure but lacks the TPWD logo. She also needs to know how many copies to print. R. Lewis will check her current supply and get a number.
- Plaques - A problem was found with the logo at print, so Bridgett is redoing that.

Board Reports

President's Report

Kathy Pittman

From the August President's meeting

- Governing Documents Update – still being completed but will be sent out and applicable to January 1, 2026. We will have 1Q26 to complete and adopt.
- VMS system updates – no new update. The system is expected to be tested this month and there may be potential downtime. They will be removing records of members who have been inactive for 10 or more years. (We were sent a list and Dave has already pulled the data he wishes to save. State will also keep a separate copy and will have a way to reinstate anyone who returns to service.)
- No requests for an annual meeting scholarship have come in yet.
- We have been asked to donate items for silent auction – items that represent our region, such as handcrafted items, themed baskets, etc.
- Judges for the Project Fair Contest are needed. Anyone interested can contact Michelle Haggerty.

Other Items

- Thank you to Barbara, Melanie, Rose and John O, all of whom helped go through the storage room upstairs in preparation for moving to different storage location. Kathy discussed the cleanout and organization, and asked Rose to look at the materials in the blue bins.
- Discuss the Webinar option on Zoom – It appears the cost is much higher than expected. We still need a Zoom account for intern training and various other meetings. We first must have the Zoom "Pro" which is \$200 (nonprofit rate) plus the add-on, at an additional charge of \$500.

J. O'Connell stated the problem lies with the laptop because the port is jammed, not with the Microsoft Teams program. A new laptop has been promised but he is unsure about a date. Kathy stated we will continue to use Teams for now but believed we need a chapter account for training. We also need to address our challenge with getting access codes texted to the account owner (Larry) more timely.

Vice President /Programs

Jimmy Salinas

- September - Karen Saucedo, Project Coyote
- October - Fall Field Day
- November - Lauren Ward
- December - Mary Schwartz; Intern Graduation

J. O'Connell stated that neither he nor Jimmy have heard from Ms. Saucedo, and he thought she might attend virtually. Mickey will be able to talk about the findings from the bat project if necessary.

Secretary

Kathy Purvis

No report

Treasurer

Don Sabathier

D. Sabathier reported no further information about the account debit but received the new debit card. He gave a summary report for August as follows (refer to attached Item 2 for the Full Income Statement):

COT TREASURER REPORT

August 2025

BEGINNING BALANCE	\$ 13,783.95
Revenue Summary	159.93
Expense Summary	<u>0.00</u>
ENDING BALANCE	\$13,943.88

Membership - August

John Boettiger

J. Boettiger gave the following report pending confirmation:

Initial Certifications	Alyssa Corona Jodi Jung
Recertifications	Lisa Martinez
Milestones	None

VMS Data –

		August	Year to Date
Hours*	VT	511	9,382
	AT	77	1,484
	Total	588	10,866
Impact Data*	Adults	28	3,321
	Youth	0	9,836
	Total	28	13,157

**will not be considered final until mid-October 2025*

Training Update

Barbara Whaley

B. Whaley reported the training class will begin with orientation on September 6 and end on December 6, with classes to be held on Wednesday mornings and some Saturdays. Barbara will have breads and a fruit bowl for orientation. M. Dufilho also volunteered to bring a breakfast casserole.

The training dates are now posted on the State website. Barbara mentioned the Spring 2026 dates can be sent in as well, and that M. Hollenshead has offered to lead that training. She also asked about adding people to our Google e-mail distribution list, which led to discussion about recent problems with hacking. K. Pittman suggested we address group e-mails to ourselves and "BCC" the Google group.

Volunteer Service

Oron Atkins

Upcoming VT Opportunities – September/October 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** – 10/06, 8:00 AM to 10:00 AM, Quintana Beach, Dewey Street entrance – contacts Jimmy/Luanne Salinas
- **Nurdle Beach Patrol** – Jace Turnell – self-directed (<https://www.nurdlepatrol.org/app/>)
- **Brazoria County Comprehensive Spider Survey** – self-directed, contact Melanie Hollenshead
- **Adopt a Loop for TMN** – self-directed, contact Cris Tobola
- **Adopt-a-Beach Fall Clean-up, Brazoria County Parks and General Land Office** (Stahlman Park) - 9/20, 9:00 AM - 11:00 AM, hot dogs will be served for lunch
- **DFNC Educational Pond and Native Garden Habitat Workdays** – 9/18 and 9/20 (3rd Saturdays and preceding Thursdays), 8:00 AM - 11:00 AM – contact Kathy Pittman
- **Time to Restore Project** – self-directed, contact Kathy Pittman
<https://www.usanpn.org/community/TimeToRestore>
- Upcoming Construction Projects (TBA) are not yet underway - contact Oron Atkins.

Outreach

Ruby Lewis

- **GCBO Xtreme Hummingbird Xtravaganza (XHX)** - 9/13 and 9/20, 8:00 AM - 12:00 PM, contact Ruby Lewis or Celeste Silling
- **SCT Youth Fishing Day** - 9/13, 9:00 AM - 11:00 AM, contact Jordan Kieffer
- **Kid's Fishfest** at Bass Pro Shops in Pearland, TX - 10/18, 10:00 AM - 2:00 PM, contact Nathan Murphy
- **Trunk or Treat** at First Presbyterian Church, Angleton - 10/25, details pending, contact Ruby Lewis
- **SCT Halloween Spooktacular** - 10/26, 3:00 PM – 6:00 PM, contact Ruby Lewis, Celeste Silling or Jordan Kieffer
- **KBR Kids' Day** - Internet shows as scheduled for Sunday, 10/19

Oron stated the set-up dates for GCBO are 9/12 (8:00 AM - 11:00 AM) and 9/19 (8:00 AM - 9:30 AM). Ruby reported Celeste still needs volunteers for 9/20 and should be contacted directly. All other events need volunteers as well. B. Whaley mentioned Crocodile Encounter, the facility that provides alligators to our chapter on loan, could use some help; however, those hours cannot be counted.

State Representative

David Skweres

We are waiting on the updated Chapter Operating Handbook (COH) and Bylaws. David is unsure when they will be issued.

AT Director

Kristine Rivers

Set-up for Fall Field Day will be held on Tuesday (10/07), with the time to be announced.

Chapter Host

Rose Wagner

R. Wagner reported a BCLS representative will bring desserts to our September general meeting as a "thank you" for our help with the Summer Library programs. Rose will send out a request for other refreshments for this evening meeting.

Class Rep. 2024
Class Rep. Spring 2025

Donna Rich
Betty Skweres

No reports.

Communications

Patty Brinkmeyer/Larry Peterson

There was no report.

Chapter Advisors

John O'Connell/Jordan Kieffer

J. Kieffer has had a lot of interest expressed in fishing/kayaking and a knot-tying class. K. Pittman gave kudos to those teaching the kayaking class and noted it was very well done. Jordan said that class may be repeated in Spring 2026. She has a teacher for the knot-tying class and will send out the information. Jordan also spoke about the upcoming events - SCT Fishing on 9/13, Special Olympics on 9/27 and the SCT Spooktacular event (10/26).

J. O'Connell reported an intern who registered for the class yesterday mentioned he had just learned about the class from the notice in the Alvin newspaper. He suggested we may need to do more advance notices and include Pearland. John borrowed a webcam from a co-worker and patched it to the laptop for sound and asked the chapter to purchase a webcam to use with the laptop at an estimated cost of \$70. K. Rivers entered a motion to buy the webcam, seconded by K. Purvis, which carried unanimously.

John will purchase the webcam with advanced video coding (AVC) for ensure optimal speed and reliability. In continuing conversation, he reported Information Services is consolidating and he expects to lose a computer. The "bad" computer may be replaced by October 1. He also mentioned the TVs used in our meetings are hooked in with an HDMI cable. The cable must be secured to the frame before moving the TV. Failure to do so can damage the cable. Please notify him and exercise caution with moving.

He also talked about his presentation and stated he would like to do a dry run before the TMN State meeting, preferably October 16 or 17 or not the same day as a chapter meeting. He can present this to as many as 26 people and there will be a chance to win a game.

New Business

All

K. Rivers suggested the Board consider adding \$500 to the new budget for outreach funds, designated for a project such as Mickey's request for \$750 to buy items that can be used for bat educations. The Board decided to spend against the current outreach/education budget (\$500) and increase it if needed later.

General Meeting Agenda – The next General Meeting will be at 6:00 PM on September 10. Please send any meeting agenda items to Kathy Pittman no later than SUNDAY evening prior.

The next Board meeting will be October 1 at 9:00 AM. Please send any agenda items to Kathy Pittman by Sunday evening prior.

President Kathy Pittman adjourned the Board Meeting at 10:52 AM.

Respectfully submitted,



Kathy Purvis, Secretary

cc: Board Members
Piper Sparkman, AgriLIFE Secretary (piper.sparkman@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	X		X	X				
Jimmy Salinas -VP	X	X	X	X	X	A		X	X				
Kathy Purvis - Secretary	X	X	A	X	X	X		X	V				
Don Sabathier - Treasurer	V	V	X	V	V	V		X	X				
Advisors													
John O'Connell - AgrLife	X	X	X	X	A	X		X	X				
Jordan Kieffer - TPWD	V	X	A	V	V	V		X	V				
Immediate Past President													
Mickey Dufilho	A	A	X	A	X	X		X	X				
Appointed Board/Committee Members													
Oron Atkins - Volunteer Ops	X	X	X	A	X	X		X	X				
John Boettiger- Membership	X	X	X	X	X	X		X	X				
Donna Rich - 2024 Intern Rep	X	X	A	A	X	X		X	X				
Betty Skweres - 2025 Class Rep					A	X		X	X				
Melanie Hollenshead - Training	A	A	A										
Barbara Whaley - Training			X	X	X	X		X	X				
Ruby Lewis - Outreach	A	A	A	A	X	V		X	V				
Larry Peterson - Communications	V	V	X	X	X	X		V					7
Patty Brinkmeyer - Communications									A				
David Skweres - State Rep					V	X		X	X				
Kristine Rivers - AT	X	X	X	X	V	V		V	X				
Rose Wagner, Chapter Host	A	A	X	X	V	A		X	X				
Patty Brinkmeyer	V	V	X	A	A	V		X					5
Guests													
Luanne Salinas	X	X	X	X	X	A		X	X				
Amanda Smith								X	V				

Item 2. Full Income Statement (August)

COT MASTER NATURALIST INCOME STATEMENT for 2025												
2025												
Budget	January	February	March	April	May	June	July	August	September	Totals	Budget Delta	
Opening Balance	\$10,235.82	\$12,610.89	\$12,315.57	\$12,951.55	\$14,060.88	15,237.08	14,937.33	\$13,783.95				
INCOME ITEMS												
Membership Dues	3,250	1,158.90	673.55	699.64	174.85		24.95			2,731.89	518.11	
Interest Income	10.00	0.20	0.19	0.22		0.24	0.25	0.25	0.23	1.80	8.20	
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					9.50		110.99	-10.99	
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	0.25	25.20	9.73	0.00	7,326.87 -3,626.87	
New Intern Class Receipts	5,250	\$1,051.40		150.00			450.91	150.20		1,802.51	3,447.49	
INCOME TOTALS												
	8,950	\$2,597.35	799.02	1,873.65	1,222.83	2,000.24	0.25	476.11	159.93	0.00	9,129.38 -179.38	
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						1,573.00			1,573.00	27.00	
Godaddy Website maintenance	200	214.76								214.76	-14.76	
New Officer/Member Name Tags	40					19.00				19.00	21.00	
State Annual Conference												
Registration & Expenses	1,500									0.00	1,500.00	
State Meeting Sponsorship &												
Scholarships	750						300.00			300.00	450.00	
Materials	500									0.00	500.00	
EcoFund Projects	500									0.00	500.00	
Field Research Bat Project	1,000			146.07		759.05				905.12	94.88	
Chapter Host-Meeting/Party Supplie	400									0.00	400.00	
Chapter Host- Recognition Party/Cak	175				46.99			46.99		93.98	81.02	
TDECU Returned Check for ISF				1,000.00						1,000.00	-1,000.00	
TDECU Check/Amazon Debit				32.00				9.50		41.50	-41.50	
Sub Total	9235	222.28	1,019.34	1,237.67	52.40	778.05	300.00	1,629.49	0.00	0	5,239.23 3,995.77	
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					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	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	45.99	0	0	0.00	0.00	182.09 3,367.91	
EXPENSE TOTALS												
	12,785.00	222.28	1,094.34	1,237.67	113.50	824.04	300	1,629.49	0.00	0.00	5,421.32 7,363.68	
	(3,835)											
Ending Balance	12,610.89	12,315.57	12,951.55	14,060.88	15,237.08	14,937.33	13,783.95	13,943.88				
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: .67/mile												

Cradle of Texas Action Item Register - working copy (UPDATED 09/03/25)				
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 Bridgett - 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 Bridgett 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 Bridgett. 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 Bridgett for final versions. She will have</p> <p>Dec 2024 no progress.</p> <p>Mar 2025 - Kathy Purvis volunteered to review wording and suggest updates.</p> <p>June 2025 - Patty will do updates.</p> <p>Sept 2025 - Draft is done and Patty has sent out for review. Need to change a picture or two & add TPWD logo.</p>
Plan redo of TMN-COT brochure	Patty B	June review	in progress	
25th Anniversary Celebration	Kathy Pittman	Jan-26	in progress	<p>June 2025 - K. Pittman proposed we do different things to recognize our Chapter anniversary throughout the year. Discussion included ideas such as planting a tree, highlighting the original class, get a proclamation and consider honorary membership for commissioners. A planning committee might be helpful</p> <p>August 2025 - Consider a planning committee to help.</p>
Use of extra Funds	Kathy Pittman	Jan-26	in progress	August 2025 - The Board discussed use of extra funds available and agreed to purchase a table for pond life exhibits and for the Chapter's 25th anniversary project.