

TMN-COT BOARD MEETING
Wednesday, November 5, 2025, 9:00 am – 11:00 am
(HYBRID) at Texas AgriLIFE Extension Service, Angleton TX

9:01 am Call to Order

Kathy Pittman

Kathy Pittman welcomed our four (4) interns and others 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)	X	John Boettiger (Membership Dir.)	X
Don Sabathier (Treasurer)	X	Donna Rich (2024 Class Rep.)	X
Chapter Advisor(s)		Betty Skweres (2025 Class Rep.)	A
John O'Connell (AgriLIFE Extension)	X	Barbara Whaley (New Class Dir.)	X
Jordan Kieffer (TPWD: Sea Center Texas)	A	Ruby Lewis (Outreach Dir.)	V
Guests/Other		Patty Brinkmeyer (Communications Dir.)	X
Luanne Salinas	X	Kristine Rivers (Advanced Training Dir.)	A
Amanda Smith	V	David Skweres (State Rep.)	A
Richard Schaffhausen	X	Rose Wagner (Chapter Host)	A
Barbra Lund (Intern)	X	Nannette Daugherty (Intern)	X
Julie Orr (Intern)	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 October 1, 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 October Board minutes	Mickey Dufilho	Donna Rich	Minutes approved as presented.

Fund Request - Camp Mohawk Pocket Prairie Project

Dick Schaffhausen

D. Schaffhausen presented a written proposal to fund the initial stages for developing a pocket prairie which would bring more fauna diversity in an area around the gardens at Camp Mohawk (see Item 2). A small group of volunteers built and continue to maintain a pollinator garden at the park. There are some stone and materials available to construct paths and to treat pests, weeds, etc., but the park lacks funds for this project. His estimate of \$275.00 included:

1 lb. Coastal Prairie Mix Seed	\$50.00
Assorted Wildflower Seeds	50.00
Landscape Timbers (12)	60.00
Spikes (40)	40.00
Signage	75.00

Following much discussion, K. Purvis made a motion to fund the project up to \$275.00 as a 25th anniversary project and revised it to include tracking/charting the growth and progress as Kathy Pittman suggested. M. Dufilho seconded the revised motion, which was approved by vote. There was also discussion about looking at grants - Native Plant Society and HEB pollinator to put in a milkweed garden. In her discussion, K. Pittman also suggested getting Marty's help with the grant verbiage for the HEB pollinators grant.

Action Register Review/Updates

Kathy Pittman

- Plaques - Milestone award plaques have been finished, and the item will be closed.
- The slate of nominees for Board positions will be presented at the November general meeting. Nominations from the floor will be solicited that evening as well. The slate will be sent out via e-mail not later than November 24th to meet the 15-day notification rule.
- Brochures - P. Brinkmeyer reported the brochures were approved as meeting state guidelines. They were printed, but we will use/deplete our older supply first. Kathy Purvis made a motion to approve the printing cost as a non-budget item, seconded by Barbara Whaley, which carried by vote. This action item will be closed.

President's Report

Kathy Pittman

From the October President's meeting:

- HEB Pollinators for Texas - the next round for grant applications will open in April.
- Governing Documents updates are coming soon. The next cycle of review will be in 2028.
 - Chapter Operating Handbook (COH)
 - Chapter Management and Operations Protocols will be in effect January 1, 2026, with a grace period
 - Bylaws
 - Code of Ethics and Standards of Conduct
- A new director has been named for the TAMU Endowment Programs. The goal for the TMN fund, now at \$213K, is \$5M.
- Chapters are being encouraged to hold a board retreat for yearly planning and succession planning.
- The 2025 Chapter Web survey results will be shared when compiled.
- We will be receiving information sometime this summer about the Conservation Wranglers survey.

Other notable points of discussion or interest:

- Kathy attended a meeting of the "Friends of TMN" at the Annual Meeting. This organization was formed to handle the funds for the State meeting - payment of contracts, receipt of registration fees, 501C3 designation, etc. The TMN organization operates under a Federal grant that prohibits showing any profit, with concern over any funds remaining from year to year. The organization is awaiting final approval from the Texas Parks and Wildlife Department.
- Kathy attended a Communications Directors meeting at State
 - Brand guide updates - expanded examples and color specifications:
 - Clothing, banners, flyers (long-term use) need State approval
 - Event flyers (short term items) approved by the President or Communications Director
 - Asked chapters to make new member information links obvious on their web pages.

- Vologistics - sign-up program used by some chapters
- Sign-up Genius
- Event Brite - to register for events
- Some chapters are using Canva to store videos, flyers, notices, and then send a link to the recipient(s). Canva Pro is also used.
- Some chapters are using Slack channels for communications.
- Consider posting a policy on Chapter Social Media pages regarding negative comments.
- Webinar option on Zoom - It appears to be a much higher cost than anticipated. We need a Zoom account for intern trainings and miscellaneous meetings. The "pro" version of Zoom would be less than \$200 per year at the non-profit rate. The Zoom subscription we now use expires in July.

Vice President /Programs

Jimmy Salinas

- November - Lauren Ward, "Native Bees of Texas"
- December - Mary Schwartz, "Vultures"; Intern Graduation
- January - February - not scheduled
- March - Kathy Adams Clark, "Moths"

Secretary

Kathy Purvis

K. Purvis had nothing to report.

Treasurer

Don Sabathier

Don Sabathier presented the summary report as follows (refer to attached Item 3 for the Full Income Statement):

COT TREASURER REPORT

October 2025

BEGINNING BALANCE	\$ 13,339.55
Revenue Summary	175.22
Expense Summary	<u>1,104.53</u>
ENDING BALANCE	\$12,410.24

Don asked that we move the 2026 budget review item to the front sheet of the action register and noted he will send out the preliminary budget with a one-time Eco Fund of \$1,000. He also mentioned the upcoming audit, which coincides with the December chapter meeting. Audit committee members include the Vice President, Secretary, Vice President, Training Class Representative and Chapter Advisor.

Membership

John Boettiger

J. Boettiger gave the report as follows, noting 74 members have recertified this year as of October:

September

Initial Certification:	None		
Recertifications:	Jackie Hicks	Rainbo Johnson	Karen Mosis
	Mac Mosis	Gene Taylor	

October

Initial Certification: None

Recertifications: Kimberly Calhoun Mike Hampy Christina Hartmann
Jodi Jung Carolyn May-Monie Lynne Ray
Betty Skweres David Skweres Brenda Stitt
Robin Townsend

VMS Data

		September	October	Year to Date
Hours*	VT	1,030	570	11,096
	AT	<u>199</u>	<u>241</u>	<u>1,939</u>
	Total	1,229	811	13,035
Impact data*	Adults	125	169	3,615
	Youth	<u>82</u>	<u>0</u>	<u>9,918</u>
	Total	207	169	13,533

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

Training Update

Barbara Whaley

B. Whaley reported there are two (2) more classes left in this training session and 10 of 11 interns will graduate. The group will present their class project at the December meeting. One (1) intern will continue with training, although the Spring class has not been confirmed yet. K. Pittman suggested Barbara check with Rose Wagner about ordering polo shirts made with the performance fabric.

Volunteer Service

Oron Atkins

Oron reported progress with the proposed Eco Gators project (see VPAR attached as Item 3) per the discussion in the October meeting. The project/activity name will be changed to the Eco Gators Support Project. Sharajane Marcy will be the primary contact. The Board voted to approve the project per the motion made by Barbara Whaley and seconded by John Boettiger.

Upcoming VT Opportunities – October/November

- **Exploration Green Workday** – every Wed., 9:00 am to 12:00 Noon – contact Christie Taylor, <https://www.explorationgreen.org/>
- **Trash Collection/Disposal Analysis Project** – self directed
- **Beach Sweep** – 12/02, 8:00 am to 10:00 am, Quintana Beach, Dewey/16th 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
- **DFNC Educational Pond and Native Garden Habitat Workdays** – 11/13 (11/15 cancelled), 12/18 and 12/20 (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) - contact Oron Atkins, (oronatkins3@gmail.com)

- Christmas Bird Counts (CBC's) - 12/14, 12/15, 12/16, 12/19, 12/20/25 and 1/03/2026; see calendar for event locations and details

Outreach

Ruby Lewis

- **DEEP** (pending) - 11/11, 11/13, 11/18 and 11/20 - contact Lee Gaston
- **Captain Bob** - 11/17 (set up), 11/18 and 11/19 - interactive water cycle game; servers and other volunteers are needed, contact John O'Connell
- **BNWR Discovery Center Open House** (pending) - 12/26 - 1/01, 11:00 am - 4:00 pm, contact Ruby Lewis

Ruby mentioned she needed five (5) birders for the Wingspan activity at Brazos Bend State Park's Holiday in the Park program on 12/13. P. Brinkmeyer suggested we might consider using Sign-up Genius (www.signupgenius.com) to facilitate volunteer sign-ups, which could trim sign-up time.

State Representative

David Skweres (absent)

No report.

AT Director

Kristine Rivers (absent)

K. Pittman gave an update on Fall Field Day, which was a wonderful success with nearly 70 attendees. It went smoothly, and everyone had a great time learning about and exploring GCBO. Several chapter members led station activities, and we really appreciated Martin Hagne and the Lookingbills for sharing their time and expertise with us. Many thanks to the committee members and others who worked hard on this event!

Our next event will be Advanced Training Day in early 2026. We plan to focus on water in various ways, including hands-on training activities. Planning will begin soon., so get in touch with Kristine if you'd like to help!

Chapter Host

Rose Wagner (absent)

There was no report, but R. Wagner let K. Pittman know she would solicit snacks for the upcoming general meeting.

Class Rep. 2024
Class Rep. Spring 2025

Donna Rich
Betty Skweres

No reports.

Communications

Patty Brinkmeyer

There was no data to report. Larry Peterson has still been unable to retrieve analytic data. P. Brinkmeyer mentioned the possibility of posting ads to or boosting our Facebook page to increase viewers. She noted there are charges associated with these activities.

Chapter Advisors

John O'Connell/Jordan Kieffer

J. O'Connell advised he would be attending an event in Galveston, so would not be available to help with the virtual network during our general meeting. P. Brinkmeyer will test the Teams network access before the meeting. M. Dufilho mentioned Larry Peterson planned to be at the general meeting and Patty indicated she would check with him.

New Business

All

General Meeting Agenda – The general meeting will be held on November 12 at 6:00 pm. Please send any meeting agenda items to Kathy Pittman no later than SUNDAY evening prior.

The next Board meeting will be December 3 at 9:00 am. Please send any agenda items to Kathy Pittman by Sunday evening prior.

President Kathy Pittman adjourned the Board Meeting at 11:19 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	X	X		
Jimmy Salinas -VP	X	X	X	X	X	A		X	X	X	X		
Kathy Purvis - Secretary	X	X	A	X	X	X		X	V	X	X		
Don Sabathier - Treasurer	V	V	X	V	V	V		X	X	V	X		
Advisors													
John O'Connell - AgrLife	X	X	X	X	A	X		X	X	X	X		
Jordan Kieffer - TPWD	V	X	A	V	V	V		X	V	A	A		
Immediate Past President													
Mickey Dufilho	A	A	X	A	X	X		X	X	A	X		
Appointed Board/Committee Members													
Oron Atkins - Volunteer Ops	X	X	X	A	X	X		X	X	X	X		
John Boettiger- Membership	X	X	X	X	X	X		X	X	X	X		
Donna Rich - 2024 Intern Rep	X	X	A	A	X	X		X	X	X	X		
Betty Skweres - 2025 Class Rep					A	X		X	X	X	X		
Melanie Hollenshead - Training	A	A	A										
Barbara Whaley - Training			X	X	X	X		X	X	X	X		
Ruby Lewis - Outreach	A	A	A	A	X	V		X	V	X	V		
Larry Peterson - Communications	V	V	X	X	X	X		V					7
Patty Brinkmeyer - Communications									A	V	X		
David Skweres - State Rep					V	X		X	X	V	A		
Kristine Rivers - AT	X	X	X	X	V	V		V	X	V	A		
Rose Wagner, Chapter Host	A	A	X	X	V	A		X	X	A	A		
Patty Brinkmeyer (see above)	V	V	X	A	A	V		X					5



Attendance 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Guests													
Luanne Salinas	X	X	X	X	X	A		X	X	X	X		
Amanda Smith								X	V	V	V		
Barbara Lund (Intern)										X			
Larry Curtner (Intern)										X			
Julie Orr (Intern)										X	X		
Nanette Daugherty (Intern)										X	X		
Richard Schaffhausen											X		

Item 2. Camp Mohawk Pocket Prairie Proposal

CAMP MOHAWK POCKET PRAIRIE PROPOSAL

NOVEMBER 5, 2025

I am submitting a proposal to fund the initial stages of the Camp Mohawk Pocket Prairie project. We are asking for \$275.00 now as we have started working on the project on 9/15/2025 and will ask for Eco grants going forward.

HISTORY

I started the Alvinite group 5-6 years ago to build and maintain a pollinator garden at Camp Mohawk. This past summer Jay Jimenez, superintendent, stopped mowing the area around the gardens and asked if we had any ideas what to do with the area. Establishing a pocket prairie was and is my only thought. I plan to give the project 3 years and then reevaluate the feasibility of expanding the prairie. This project is volunteer driven and if there aren't the volunteers needed to expand the prairie further it stops and the prairie is maintenance only. Then hopefully no further funds will be necessary.

BUDGET

Camp Mohawk County Park does not have funds in the budget for the project this year. They do have stone/material that's used for the trails that can be used for the paths, roundup, hoses, ant bait, and odds and ends if they have, we can use.

1lb Coastal Prairie Mix seed	\$50.00
Assorted Wildflower Seeds	50.00
Landscape Timbers 12	60.00
Spikes 40	40.00
Signage	75.00
TOTAL	\$275.00

With Alvin and surrounding areas growing, Camp Mohawk will be utilized more. The Grand Parkway will be nearby, and its' construction will remove more grassland. Hopefully, whatever we are able to restore will allow people to see what the landscape looked like 150 years ago. The project will bring more fauna diversity to the property and therefore more insects and wildlife.

For your consideration,
 Richard Schaffhausen

(see photos, next page)



Item 3 – October 2025 Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2025														
2025														Budget
Budget	January	February	March	April	May	June	July	August	September	October	November	December	Totals	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	\$13,943.88	\$13,339.55				
INCOME ITEMS														
Membership Dues	3,250	1,158.90	673.55	699.64	174.85		24.95		25.00	25.00			2,781.89	468.11
Interest Income	10.00	0.20	0.19	0.22	0.22	0.24	0.25	0.25	0.23	0.22	0.22		2.24	7.76
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					349.66	-249.66
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	25.22	25.22	0.00	7,377.31	-3,677.31
New Intern Class Receipts	5,250	\$1,051.40		150.00			450.91	150.20	600.75	150.00			2,553.26	2,696.74
INCOME TOTALS	8,950	\$2,597.35	799.02	1,873.65	1,222.83	2,000.24	0.25	476.11	159.93	625.97	175.22	0.00	9,930.57	-980.57

(See Income Statement, continued next page)



(Income Statement, continued)

COT MASTER NATURALIST INCOME STATEMENT for 2025														
2025														
Budget	January	February	March	April	May	June	July	August	September	October	November	December	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					115.89	326.73			1,371.56	378.44
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									480.00	777.80				
Registration & Expenses	1,500												1,257.80	242.20
State Meeting Sponsorship &														
Scholarships	750					300							300.00	450.00
Materials	500												0.00	500.00
EcoFund Projects	500								495.00				495.00	5.00
Field Research Bat Project	1,000			146.07	759.05				124.44				1,029.56	-29.56
Chapter Host-Meeting/Party Supply	400								14.97				14.97	385.03
Chapter Host- Recognition Party/Cak	175				46.99		46.99						93.98	81.02
TDECU Returned Check for ISF				1000.00										
TDECU Check/Amazon Debit				32			9.50							
Sub Total	9235	222.28	1,019.34	1,237.67	52.40	778.05	300.00	1,629.49	0.00	1,230.3	1,104.53	0.00	7,574.06	1,660.94

COT MASTER NATURALIST INCOME STATEMENT for 2025														
2025														
Budget	January	February	March	April	May	June	July	August	September	October	November	December	Totals	Budget Delta
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	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	1,230.30	1,104.53	0.00	7,756.15	5,028.85
(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	13,339.55	12,410.24	0.00	0.00	

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

Item 4. ECO Gators Proposed VPAR



Texas Master Naturalist Cradle of Texas
Volunteer Project & Activity Request Form

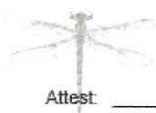
To fill out the form electronically, use the tab key to move from blank to blank.

Project/Activity Name:	Eco Gators partnership
Partner Organization or Sponsor:	Eco Gators Student Organization

PURPOSE of PROJECT or ACTIVITY	To engage college students and the surrounding community in hands-on conservation, education, and sustainability initiatives through collaboration between the Eco Gators and the Texas Master Naturalist Cradle of Texas Chapter. The partnership supports environmental awareness, stewardship, and volunteer service in Brazoria County's coastal ecosystems.
DESCRIBE PROJECT or ACTIVITY	Eco Gators members, guided by TMN mentors, will organize and participate in environmental education events, habitat restoration projects, and sustainability outreach on campus and in the community. Example activities include beach cleanups, pollinator and bee box workshops, oyster ornament builds, native planting, kayaking-based litter surveys, and guided wildlife hikes.
TIME/FRAME (Dates/Times)	Ongoing, with volunteer events and workshops scheduled monthly during the academic year (August-May). Specific event times will align with Brazosport College's student engagement calendar and TMN volunteer availability.
TRAINING Required	
SPECIAL SKILLS	Interest in environmental education, communication, community outreach, and conservation work. Skills in organization, leadership, and teamwork are encouraged.
PERSONAL EQUIPMENT	
PHYSICAL DEMANDS	Moderate — may include walking on uneven terrain, lifting light materials (under 25 lbs), and outdoor activity in warm or humid conditions. Accommodations available for varying ability levels.
REFERENCE MATERIAL	Eco Gators Club Constitution and Activity Plan, Texas Master Naturalist Volunteer Guidelines; local environmental agency resources (TPWD, Keep Texas Beautiful, Matagorda Bay Foundation).
Cradle of Texas Chapter Contact:	
Submitted By:	Club members Ocean Landreneau and Sharajane Marcy Advisor: Rebecca Castro

Submitted by e-mail to Volunteer Chair on _____

Tentatively approved by Volunteer Chair subject to approval by the Board of Directors



Attest: _____
Volunteer chair Date

Approved by the Board of Directors on _____

Attest: _____
Secretary Date

Cradle of Texas Action Item Register - working copy (UPDATED 11/05/25)				
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.
25th Anniversary Celebration	Kathy Pittman	Jan-26	in progress	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 memberships for commissioners. A planning committee might be helpful August 2025 - Consider a planning committee to help. November 2025 - Camp Mohawk Pocket Prairie fund proposal approved as a 25th Anniversary Project.
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.
Budget Review for following year	Don Sabathier	Nov/Dec Board meeting	scheduled for Dec. meeting	Review scheduled for 12/03. Don will send out the preliminary budget with a one-time Eco Fund of \$1,000.