



TMN-COT BOARD MEETING
Wednesday, February 4, 2026, 9:00 am – 11:00 am (HYBRID)
at Texas AgriLIFE Extension Service, Angleton TX

9:00 am Call to Order

Kathy Pittman

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.)	X
Donna Rich (Secretary)	X	John Boettiger (Membership Dir.)	A
Amanda Smith (Treasurer)	X	Rose Wagner (Chapter Host)	X
Chapter Advisor(s)		Betty Skweres (2025 Spring Class Rep.)	X
John O'Connell (AgriLIFE Extension)	X	Barbara Whaley (New Class Dir.)	A
Jordan Kieffer (TPWD: Sea Center Texas)	A	Kristine Rivers (Advanced Training Director)	X
Guests/Other		Patty Brinkmeyer (Communications Dir.)	X
Luanne Salinas	A	David Skweres (State Rep.)	X
Angela Griffin	X	Melanie Hollenshead - Training	X
		Ruby Lewis (Outreach Director)	A
		Nannette Daugherty (2025 Fall Class Rep)	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 January 7, 2026, Board meeting was sent via e-mail to Board members for advance review.
- **Minutes Approval – No corrections.**

Motion	Motion to Approve	Motion Seconded	Vote
Approving the January Board minutes	Rose Wagner	Melanie Hollenshead	Minutes approved as presented.

Action Register Review/Updates

Kathy Pittman

- We will add Amanda Smith, the current Treasurer, to the TDECU bank Account, and remove Don Sabatier, past Treasurer, from the TDECU bank account. There will be three authorized signers on the bank account. Rose Wagner moved to approve, and this was seconded by Melanie Hollingshead. We voted on the motion above, none opposed, motion was passed.
- **See item 3:** Action register for other changes.



Training Update

Melanie Hollenshead/Barbara Whaley

Melanie Hollenshead stated the Spring 2026 training class has been cancelled due to lack of participants. There was a discussion about night time vs day time classes and the number of field trips especially taking place on Saturdays.

AT Director

Kristine Rivers

- Eco fund

There were three submissions to the Eco fund. The committee of Kristine Rivers, Oron Atkins, Amanda Smith and John O'Connell will vote and announce the results at the next Chapter meeting.

- Spring AT Day

Spring AT day is scheduled for Saturday, February 28, 2026. The registration has opened and currently 50 have registered. It will have hands-on activities and speakers. There are currently four confirmed speakers in the morning with a Water fair in the afternoon. There will be door prizes and a raffle. The event will be possibly held at the new Brazoria County Parks Department building or the church as a backup.

Great Texas Bat Bridge Survey

Mickey Difilho

- There are 28 trained surveyors from our chapter
- The January survey was cancelled due to the weather. The next survey date is February 22, 2026.

Chapter Governing Documents Discussion

David Skweres

"Red-line" documents were received from State in November as follows:

- By Laws
- Chapter Management and Operations Protocols (CMOP)
- Chapter Operating Handbook (COH)

The Bylaws were approved by the board as presented by David Skweres at the January Board meeting and will be voted on in the general meeting in February. CMOP is accepted by the TMN-COT chapter as written.

D. Skweres and a committee of volunteers (David Skweres, Barbara Whatley, Betty Skweres, Kathy Pittman and John O'Connell) have reviewed the COH and provided a summary of the changes for the board and chapter. The board members were sent the revised COH documents prior to the meeting to review. There were several revisions discussed that will be changed and sent to the board prior to voting on this at the general meeting in March 2026.



Presidents Report

Kathy Pittman

- WordPress server Migration – before 2/28, will happen overnight.
- Tech Tuesdays are on hold until they hire a dedicated program specialist (shared between TMN and MG programs)
- VMS consolidation/upgrade – 2/23. System will still be available to users, closed for a day to Admins. More to come
- Pearland Retired Teachers presentation, very interesting and already lead to another presentation.

Vice President /Programs

Jimmy Salinas

- February- Maureen Wild – Sea Beans
- March - Kathy Adams Clark -Moths of Texas
- April- Jace Tunnell- Beach Combing
- May- Debbie Griffith - Archeology

Membership

John Boettiger

K. Pittman gave the January report as follows:

Initial Certification:

Recertifications: Hugo Martinez

Milestones: Kathy Pittman(2500)
 Anna Loonam (250)

VMS Data

		January	Year to Date
Hours*	VS	709	
	AT	<u>97</u>	
	Total	806	
Impact data*	Adults	37	
	Youth	<u>0</u>	
	Total	37	

**will not be considered final until mid-March 2026*



Treasurer

Amanda Smith

She presented the January Financials for 2026.

January 2026	BEGINNING BALANCE	\$9857.41
	Revenue Summary	897.85
	Expense Summary	139.14
	ENDING BALANCE	\$10,616.12

She will send another email about dues emphasizing the deadline of March 31, 2026. Oron suggested at the general meeting showing a chart showing how many members paid vs not.

See item 2: for full income statement (when available)

Volunteer Service

Oron Atkins

Upcoming VS Opportunities – February/March 2026

- **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** –03/02 8:00 am to 10:00 am, Quintina 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** – Melanie Hollenshead - self directed
- **Adopt a Loop for TMN** – contact Cris Tobola - self directed
- **DFNC Educational Pond and Native Garden Habitat Workdays** Saturday 02/21, (Thursday 02/19 cancelled) 03/19 and 03/21 9:00 am to 12:00 noon (3rd Saturdays and preceding Thursday) – 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
- **Yellow-Legged Hornet CS Project (TBA)**- contact Oron Atkins

Outreach VS Opportunities

Ruby Lewis

- **DEEP sessions at BNWR** – 02/17, 02/19, 03/03, 03/05, 03/24, 03/26. and 05/05 contact Lee Gaston (lee_gaston@fws.gov).
- **Spring Break Open House**
- **Nature Camp at Camp Mohawk** First week in June

Communications

Patty Brinkmeyer

Patty mentioned several websites she found but could not find out much about them for now.



Chapter Host

Rose Wagner

Class Rep. Spring 2025

Betty Skweres

Class Rep Fall 2025

Nannette Daugherty

No reports

Chapter Advisors

John O'Connell/Jordan Kieffer

John mentioned he could use some volunteer help with a Mini water Fair on February 24, 2026 in Pearland.

New Business

All

General Meeting Agenda – The general meeting will be held Wednesday February 11, 2026, 9am, Social at 8:30am. Please send any meeting agenda items to Kathy Pittman no later than SUNDAY evening prior.

The next Board meeting will be March 4, 2026, at 9am. Please send any agenda items to Kathy Pittman by Sunday evening prior. Kathy Pittman stated she will not be present at this meeting nor at the general meeting in April.

President Kathy Pittman adjourned the Board Meeting at 10:56.

Respectfully submitted,

Donna Rich, Secretary

cc: Board Members
Piper Sparkman, AgriLIFE Secretary (piper.sparkman@ag.tamu.edu)



Item 1 Attendance Record 2026

Attendance 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Elected Board Members													
Kathy Pittman - President	X	X											
Jimmy Salinas -VP	X	A											
Donna Rich - Secretary	X	X											
Amanda Smith - Treasurer	A	X											
Advisors													
John O'Connell - AgriLife	X	A											
Jordan Kieffer - TPWD	V	A											
Immediate Past President													
Mickey Dufilho	X	A											
Appointed Board/Committee Members													
Oron Atkins - Volunteer Ops	X	X											
John Boettiger- Membership	A	A											
Nannette Daugherty Fall Class 2025 rep	A	A											
Betty Skweres - 2025 Spring Class Rep	X	X											
Melanie Hollenshead - Training	X	X											
Barbara Whatley - Training	X	A											
Ruby Lewis - Outreach	A	A											
Rose Wagner, Chapter Host	A	X											
Patty Brinkmeyer - Communications	X	X											
David Skweres - State Rep	X	X											
Kristine Rivers - AT	V	X											

Attendance 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Guests													
Luanne Salinas	X	A											
Kathy Purvis	X												
Don Sabatier	X												
Angela Griffin		X											



Item 2 – January 2026 Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2026

2026														Budget	
Budget	January	February	March	April	May	June	July	August	September	October	November	December	Totals	Budget Delta	
Opening Balance	\$9,857.41														
INCOME ITEMS															
Membership Dues	3,250	897.67											897.67	2,352.33	
Interest Income	10.00	0.18											0.18	9.82	
Member Donations	1,000											0.00	1,000.00		
Sponsor/Non-member Donations												0.00	0.00		
Member Payments for New Shirts	40											0.00	40.00		
Special AT-Remote/Non Member fee	100											0.00	100.00		
Amazon Debit Reimbursement												0.00	0.00		
Sub Total	4,400	897.85	0.00	897.85	3,502.15										
New Intern Class Receipts	4,200	-\$104.16												-104.16	4,304.16
INCOME TOTALS	8,600	\$793.69	0.00	793.69	7,806.31										
EXPENSE ITEMS															
Approved Donations	350											0.00	350.00		
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											0.00	30.00		
Special Annual AT Event/Fall Field D	1,750											0.00	1,750.00		
Member Shirt Purchases (if any)	40											0.00	40.00		
Special Recognition	200											0.00	200.00		
Travelers D&O Ins. Premium (3 years)	0											0.00	0.00		
Godaddy Website maintenance	200											0.00	200.00		
New Officer/Member Name Tags	40											0.00	40.00		
State Annual Conference															
Registration & Expenses	2,100											0.00	2,100.00		
State Meeting Sponsorship &															
Scholarships	750											0.00	750.00		
Materials	700											0.00	700.00		
EcoFund Projects	1,000											0.00	1,000.00		
Field Research Bat Project	1,550											0.00	1,550.00		
Zoom Annual Fees	250											0	250.00		
Chapter Host-Meeting/Party Supplie	400											0.00	400.00		
Chapter Host- Recognition Party/Cak	175	34.98											34.98	140.02	
25th Anniversary Recognition	2,000											0.00	2,000.00		
Sub Total	11785	34.98	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00	0.00	34.98	11,750.02	
TMN Text Book Order	630											0.00	630.00		
Zeiglers-Intern Shirts	600											0.00	600.00		
Intern Name Tags	180											0.00	180.00		
Intern Class Marketing	100											0.00	100.00		
Intern Class Supplies	300											0.00	300.00		
Intern Class Scholarships	0											0.00	0.00		
Intern Registration Reimbursement												0.00	0.00		
Sub Total	1810	0.00	0.00	0.00	0.00	0	0	0	0.00	0.00	0.00	0.00	0	0.00	1,810.00
EXPENSE TOTALS	13,595.00	34.98	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	34.98	13,560.02	
	(4,995)														
Ending Balance	10,616.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$758.71	
Savings	6.39														

COT Chapter Lifetime membership Dues \$400.00
 COT 2026 Annual Dues \$25.00
 2026 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 3- Action Register

Cradle of Texas Action Item Register - working copy (UPDATED 02/03/2026)					
Action Item	Assigned to	Due Date	Status	Comments	
VPALS need to be updated for	Oron and Larry	1st Q 2023	Ongoing	Oron will finish reviewing, create VPALS as needed and send to Larry to post on the	Moved to Recurring tasks
25th Anniversary Celebration	Kristine Rivers	Dec-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.	
Use of extra Funds	Kathy Pittman	Jan-26	completed	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. December 2025 - completed	moved to Closed
Budget Review for 2026	Don Sabathier	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. Jan 2026 - Budget was finalized and approved.	moved to Closed
Review/update COH Guidelines	David Skweres	Mar-26	in progress	Nov 25 - "Red-line" documents were received from State 11/25, with a roadmap. D. Skweres & a committee of volunteers (M. Dufflho, K. Pittman & J. O'Connell or J. Kieffer) will review the ByLaws, CMOP and COH and summarize/present the changes for the chapter. Dec. 2025 - Per Board, it would help to look at the president & vice-president terms early in January to see if any change is needed. Remind members to review the Code of Ethics & Standards of Conduct. Jan 2026 - review of ByLaws completed and approved by the Board. Email notice to be sent to Chapter members - vote at Feb meeting to ratify/accept ByLaws. (Terms were kept at 1 year). CMOP does not require a vote. David Skweres has started review of COH and will schedule meetings with the committee. Target Feb Board meeting for review of changes and approval. Chapter approval at March meeting.	moved to Closed
Board Elections	Kathy Pittman	Dec Chapter Meeting	completed	Election was held 12/10/25, and new officers in place for Jan 1	moved to Closed
Organize and conduct Financial Audit	Don Sabathier	December, 2026	completed	Secretary, Class Rep and Chapter advisor to sign off	moved to Closed
"Year in Review" presentation	Kathy Pittman	Jan Chapter meeting	completed	Presented in January meeting. Also confirmed with State Office - they no longer require annual reports from the Chapters	moved to Closed
Annual AT Day	Kristine Rivers	1-Mar	in progress	Jan 2026 - Committee has been meeting. Working on securing venue and speakers. Date is 2/28.	
Send out conflict of interest form to the new board members to be returned to President	David Skweres/Kathy Pittman	31-Jan	in progress	Dec. For incoming board in January Jan 2026 - K Pittman sent forms to incoming Treasurer and Class Rep and asked for signatures and return. (Note: only new board members need to submit forms/Not a yearly requirement of all board members.)	
add Treasurer to Bank account, remove prior Treasurer and if necessary, any other authorized signers as needed	Kathy Pittman	2/4/2026		Feb 2026 - TDECU (Credit Union) requires Board or General meeting minutes to specifically state that new treasurer (new president, etc) shall be added to the bank account as authorized persons, and previous treasurer (president, etc) shall be removed. Motion needs to be made and passed. Minutes need to be signed by Secretary or President.	