



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

9:01 am Call to Order

Jimmy Salinas.

Elected Members of Board	Present	Appointed Members of Board/Committees	Present
Kathy Pittman (President)	A	Mickey Dufilho (Immediate Past President)	A
Jimmy Salinas (Vice-President/Programs)	X	Oron Atkins (Volunteer Service Dir.)	X
Donna Rich (Secretary)	X	John Boettiger (Membership Dir.)	X
Amanda Smith (Treasurer)	X	Rose Wagner (Chapter Host)	X
Chapter Advisor(s)		Betty Skweres (2025 Sprin Class Rep.)	X
John O’Connell (AgriLIFE Extension)	X	Barbara Whaley (New Class Dir.)	X
Jordan Kieffer (TPWD: Sea Center Texas)	V	Kristine Rivers (Advanced Training Director)	X
Guests/Other		Patty Brinkmeyer (Communications Dir.)	X
Luanne Salinas	A	David Skweres (State Rep.)	X
Amanda Gabehart	X	Melanie Hollenshead (Training)	X
		Ruby Lewis (Outreach Director)	X
		Nannette Daugherty (2025 Fall Class Rep)	A
X - present, V - virtual & A - absent		Quorum	Yes

(see Attendance Record attached as Item 1)

- **Welcome Visitors** – Amanda Gabehart
- **Agenda Additions/Corrections** - None presented.
- **Approve Previous Board Minutes** - The draft copy of the minutes of February 4, 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 February Board minutes	Betty Skweres	John Boettiger	Minutes approved as presented.

Action Register Review/Updates (see Item 3: for Action Register) Kathy Pittman

- None

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. They were meeting after the Board meeting to vote.



- Spring AT Day
 Spring AT day was held on Saturday, February 28, 2026. The event received excellent feedback. There were 102 people at the event with 13 individuals from other TNN Chapters.
- Anniversary Committee – Nothing new to report.

Great Texas Bat Bridge Survey

Mickey Difulho

- There are 28 trained surveyors from our chapter.
- Our chapter surveyed 122 bridges on February 22, which was 39% of the total bridges surveyed in the state (122/315). There were 3 bridges with bat colonies.

Chapter Governing Documents Discussion

David Skweres

“Red line” documents were received from State in November as follows:

- By Laws were passed at the Chapter meeting on February 11, 2026. David has sent the Chapter Meeting minutes to the state confirming the vote.
- Chapter Management and Operations Protocols (CMOP) is accepted by the TMN-COT chapter as written.
- Chapter Operating Handbook (COH). Kathy Pittman sent an email to the Board on February 16, 2026, with the attached draft of the updated COH. There was a motion by Rose Wagner to approve the updated COH, which was seconded by Mickey Difulho/Barbara Whaley. The TMN COT Board voted via email on February 17, 2026, with 13 approving and four with no response. The motion was approved and will be presented at the Chapter meeting on March 11, 2026.

Presidents Report

Kathy Pittman (Absent)

- VMS consolidation/upgrade – was merged with TPWD system on 2/23. There are still issues to be resolved. Dave Brandes will notify members of anything that impacts the user input screens. If you’ve logged in, you can see that the user portal looks very different.
- In the monthly meetings, the information shared was that there would be “no changes” for the user entering their hours.
- Our TMN VMS has been undergoing a re-fresh & re-building to enable updates and new features.
- CHAPTERS – Please update your website links with the updated Volunteer Log In Link: https://tpwd.samaritan.com/custom/1353/volunteer_login
- VMS Admins – new info
- The system changes are VERY fluid right now. Continuing to develop updated Admin Guides with screen shots of the new look and new procedures. Continue to expect a bumpy road this week. The company is still working through fixes and full updates.
- Governing Docs – still a good number of chapters that have not completed adoption process
- Conservation Wrangler Project – there are several promotional videos that Chapters can use in social media to help promote their chapter.
- Promotional Videos: Go to State YouTube to find all the videos! ----



Full video: <https://youtu.be/L5TD72WUjWI?si=LQ3SXEZRnEq0r0Q>
 60 Second Highlight Vertical: <https://youtu.be/t9b6y11C0Ww?si=8dE8YEhP7bKFoyZz>
 60 Second Highlight Horizontal:
<https://youtube.com/shorts/4h286anlJmE?si=5wAeXo4ICIVKqTAW>
 30 Second Highlight Vertical: <https://youtu.be/4dfUJWF2u-c?si=04MkBTtoWEdWpILL>
 30 Second Highlight Horizontal: <https://youtube.com/shorts/881el4BjjTA?si=Feh1LGevlvEeKjLk>

- Melanie and Barbara notified the state about not having a spring training class, but we are planning on a fall class.
- New chapter templates and business card formats are available in the “templates and resource” sections on the State website.
- Annual meeting date is October 22-25 in Waco, Texas

Vice President/Programs

Jimmy Salinas

- March – Kathy Adams Clark – Moths of Texas
- April- Jace Tunnell- Beach Combing
- May- Debbie Griffith – Archaeology
- June – Patty Brinkmeyer – Pollinators/Habitat Gardening

Membership

John Boettiger

John gave the February report as follows:

Initial Certification:

Recertifications:

Oron Atkins
 Dave Brandes
 Kathy Pittman
 Dick Schaffhausen
 Barbara Whaley

Milestones:

John stated that we should consider an Emeritus status or criteria for senior and elderly members who may be unable to acquire the hours needed to recertify.

VMS Data

		February	Year to Date
Hours*	VS	951	1824
	AT	<u>352</u>	<u>471</u>
	Total	1301	2,295
Impact data*	Adults	1	147
	Youth	<u>2</u>	<u>2</u>
	Total	3	149

*Will not be considered final until mid-April 2026

**Treasurer****Amanda Smith**

She presented the February Financials for 2026.

February 2026	BEGINNING BALANCE	\$10,616.12
	Revenue Summary	1,393.29
	Expense Summary	361.28
	ENDING BALANCE	\$11,648.13

(See item 2: for Full Income Statement)

Volunteer Service**Oron Atkins****Upcoming VS Opportunities – March/April 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** –04/06 8:00 am to 10:00 am, Quintina 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** Thursday 03/19 and Saturday 03/21, Thursday 04/16 and Saturday 04/18 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, Oron has requested more traps.

Outreach VS Opportunities**Ruby Lewis**

- **DEEP sessions at BNWR** - 03/24, 03/26. and 05/05 contact Lee Gaston (lee_gaston@fws.gov).
- **Spring Break Open House** - 03/07 through 03/15 11 am to 4 pm contact Ruby Lewis
- **Spring Fling** – 04/04 through 05/02 9 am to 4 pm contact Celeste Silling
- **Sea Center Texas Nature Day** – 04/18, 11 am to 3 pm – contact Ruby Lewis
- **Migration Celebration** – 04/25 and 04/26, 10 am to 4pm – contact Barbara Whaley
- **Nature Camp at Camp Mohawk** First week in June
- **Brazoria Heritage Day Saturday- 3/07** – contact Ruby Lewis



Communications

Patty Brinkmeyer

Patty stated that she needs to form a committee to coordinate FB, website etc.

Chapter Host

Rose Wagmner

She will send out an email asking for refreshments for the general meeting

Class Rep. Spring 2025

Betty Skweres

No reports

Class Rep Fall 2025

Nannette Daugherty

Not present at the meeting.

Chapter Advisors

John O'Connell/Jordan Kieffer

John mentioned a Well Owner Webinar (04/02) and well water testing (03/31 and 04/01) and the Texas Pollution Symposium on Plastic on 03/15 at Texas A&M Galveston. Jordan mentioned needing volunteers at Sea Center for Spring Break 03/10-03/15.

New Business

Kristine Rivers and Angela Griffin went to the Keep Manvel Beautiful organizational meeting. The City of Manvel is interested in establishing Nature Area Trails and Parks with several parcels of land the city owns.

Kristina also mentioned the art exhibit at the Brazosport Art League that runs through March 22, 2026.

Melanie Hollenshead stated that we should recognize the passing of Texas Master Naturalists Intern and previous Park Commissioner Ron McCully.

General Meeting Agenda – The general meeting will be held March 11, 2026, 6 pm, Social at 5:30 pm. Please send any meeting agenda items to Kathy Pittman no later than SUNDAY evening prior.

The next Board meeting will be April 1, 2026, at 9am. Please send any agenda items to Kathy Pittman by Sunday evening prior.



Vice-President Jimmy Salinas adjourned the Board Meeting at 10:30 am.

Respectfully submitted,

A handwritten signature in cursive script that reads "Donna Rich".

Donna Rich, Secretary

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



Item 2 – February 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	Delta	
Opening Balance	\$9,857.41	\$10,616.12													
INCOME ITEMS															
Membership Dues	3,250	897.67	1222.72										2,120.39	1,129.61	
Interest Income	10.00	0.18	0.17										0.35	9.65	
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		170.40										170.40	-70.40	
Amazon Debit Reimbursement													0.00	0.00	
Sub Total	4,400	897.85	1,393.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,291.14	2,108.86	
New Intern Class Receipts	4,200	-\$104.16												-104.16	4,304.16
INCOME TOTALS	8,600	\$793.69	1,393.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,186.98	6,413.02	
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		75.74										75.74	-45.74	
Special Annual AT Event/Fall Field D	1,750		240.55										240.55	1,509.45	
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	44.99										79.97	95.03	
25th Anniversary Recognition	2,000												0.00	2,000.00	
Sub Total	11785	34.98	361.28	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00	396.26	11,388.74	
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	1,810.00	
EXPENSE TOTALS	13,595.00	34.98	361.28	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	396.26	13,198.74	
	(4,995)														
Ending Balance	10,616.12	11,648.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,790.72	
Savings	6.39	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
 2026 Travel reimbursement: ¢67/mile



Item 1: Attendance Record

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

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



Item 3: Action Register

Cradle of Texas Action Item Register - working copy (UPDATED 02/03/2026)				
Action Item	Assigned to	Due Date	Status	Comments
25th Anniversary Celebration	Kristine Rivers	Dec-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 memberships for commissioners. A planning committee might be helpful.</p> <p>August 2025 - Consider a planning committee to help.</p> <p>November 2025 - Camp Mohawk Pocket Prairie fund proposal approved as a 25th Anniversary Project.</p> <p>December 2025 - Committee members will include R. Wagner (when planning party functions), O. Atkins (projects), B. Whaley, K. Rivers, M. Dufilho (historian), J. Boettiger (member since 2001), N. Daugherty (Class rep for 12/25 graduating interns) & K. Pittman. Kathy will also check with Connie Stolte to see if she's interested in serving as Committee chair.</p> <p>January 2026 - Kristine has volunteered to chair. We will start actively planning after Feb AT day.</p>
Review/update COH Guidelines	David Skweres	Mar-26	in progress	<p>Nov 25 - "Red-line" documents were received from State 11/25, with a roadmap. D. Skweres & a committee of volunteers (M. Dufilho, K. Pittman & J. O'Connell or J. Kieffer) will review the ByLaws, CMOP and COH and summarize/present the changes for the chapter.</p> <p>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.</p> <p>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.</p>
Send out conflict of interest form to the new board members to be returned to President	David Skweres/Kathy Pittman	31-Jan	in progress	<p>Dec. For incoming board in January</p> <p>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.)</p> <p>Mar 1 - need one more form to be returned</p>

