

Hays County Master Naturalist Chapter Board Meeting Minutes
September 8, 2016 6:30 PM
Woodcreek City Hall Meeting Room

In Attendance:

Beth Ramey, President
Connie Boltz, VP
Larry Calvert, Treasurer
Art Arizpe, Past President
Tracy Mock, Secretary
Jane Dunham, Webmaster
Roxanna Donegan, Host Committee
Mary Dow Ross, Host Committee
Dixie Camp, Volunteer Services & State Representative
Susan Neill, Training Committee Chair
Judy Burdett, Membership, Records Committee
Helen Bowie, Outreach Committee
Gordon Linam, TPWD Representative
Betty McDonald, Training class liaison
Sarah Carlisle, Training class liaison

Not Present:

Beverly Gordon, Advanced Training Committee & Calendar
Tom Watson, Historian
Candy Spitzer, Willett Grant Committee
Hope Shimik, Newsletter Editor

Order of business

- 1. Call meeting to order – Beth Ramey** - The meeting was called to order at 6:33 pm
 - a. New AgriLife Extension Agent – Jason Mangold. Some have met him already, but he is not present at this board meeting.
 - b. Review and approve August board meeting minutes – Larry made a motion to approve the August minutes as corrected per Susan Neill. Roxanne seconded, motion passed.
- 2. Member Presentation – Advanced Training**

Request – Lee Ann Bower – Not present
- 3. Officer Reports/Announcements**
 - a. President – Beth Ramey – Nothing to report
 - b. Vice President – Connie Boltz
 - i. August Social – The event was a success. 94 attendees. We gave away 53 door prizes. **ACTION ITEM:** Susan will provide a list of door prize donors so they can be

Hays County Master Naturalist Chapter Board Meeting Minutes

recognized in the newsletter. Other feedback given about how to improve the event & discussion followed.

- c. Next chapter meeting Sept. 22nd – the announcement to membership has gone out.
- d. Secretary – Tracy Mock –
 - i. Recent MailChimp blasts have resulted in 4 users unsubscribed. Larry would like a report. **ACTION ITEM:** Tracy will send report to Larry.
 - ii. Currently 391 Mailchimp subscribers.
 - iii. Board members are getting emails twice. **ACTION ITEM:** Tracy will look into that.
- e. Treasurer – Larry Calvert
 - i. Financial Report given. Discussion followed.
 - ii. Background checks brought up – Discussion followed. **ACTION ITEM:** Larry will follow up with Jason Mangold about status of background checks, and how notification happens to members when it's time to renew.
- f. Past President – Art Arizpe
 - i. Willett Foundation - report has been submitted.
 - ii. Attended first meeting of the Tx State Wildlife Society on campus.
 - iii. Naturescapes reception held last Saturday, Sept. 3rd.

4. Committee Reports/Announcements

- a. Advanced Training Committee – Beverly Gordon – Nothing to report
- b. Calendar – Beverly Gordon – Not present
- c. Historian – Tom Watson – Not present
- d. Host Committee – Mary Dow Ross - Nothing to report.
- e. Membership Committee – Judy Burdett – Update given - 142 volunteers have reported 11,025 volunteer hours and 1,382 hours of advanced training.
- f. Newsletter Committee and Editor – Hope Shimek – Not present
- g. Outreach Committee – Helen Bowie – Report emailed to Beth. Discussion followed about several items, specifically upcoming events, and getting bids for banners. **ACTION ITEM:** Helen will bring picture and/or bid for the design of tri-fold display, and will email proposal out to board members.
- h. Training Committee Chair – Susan Neill – The Ravens class #10 is next week. Fourth site visit coming up next week. 14 out of 32 class members are eligible to certify at this point. Waiting for one more response from potential training committee for 2017 then the slate will be full.
- i. State Representative – Dixie Camp – We've received a request for money or prizes for the upcoming annual meeting in Conroe October 21-22, 2016. They request either door prizes or \$100 cash. Judy made a motion to donate \$100, Connie seconded. Motion passed. **ACTION ITEM:** Larry needs to mail the \$100 check to them soon.
- j. Volunteer Services – Dixie Camp –
 - i. **ACTION ITEM:** Dixie will draft a request for a project leader for Commons-Ford Park which has now been taken over by Travis Audubon Society.
 - ii. Results of summer social discussed.
 - iii. A variety of volunteer project requests are under review. Discussion followed.
 - iv. Rainwater Revival – Need for volunteers discussed.
 - v. Texas Night Sky Festival – Discussions followed about allowing the Master Gardeners to participate with a plant sale - to happen within the festival.
- k. Website Administrator – Jane Dunham – Nothing to report.
- l. Willett Project – Candy Spitzer – Not present, but she emailed report to Beth with recap. Website go live date is tentatively scheduled for January 1st. We hope to demo the new website to our membership at the November gala.

5. Advisor

- a. TP&WD Representative – Gordon Linam – Nothing to report.

Hays County Master Naturalist Chapter Board Meeting Minutes

6. At Large Members

- a. Sarah Carlisle and Betty McDonald – Nothing to report.

7. Unfinished Business

- a. Outreach Event Display – Helen Bowie – (see **Outreach** report above).
- b. Speaker contact list request from Mary Pearl Meuth (TxMN) – Discussion followed.
- c. Non-MN volunteers – Discussion followed.

8. New Business

- a. “Be A Star” Project – Email sent by Cindy Luongo-Cassidy. No other questions.
- b. 2017 Training Committee discussion
 - i. Food volunteers – Discussion centered around the amount of time counted for volunteer hours, and also the lack of volunteers. Several options suggested.
 - ii. Tuition – In the past, we haven’t required a payment until the first class. This year we had three people drop after the social, but before the first class, and three more dropped after the first class. Discussion followed about the need for a down payment with application to solidify commitment.
- c. Booking venues for Social and Gala for 2017 and 2018. Dixie discussed dates with Dripping Springs Ranch Park for 2017 and made reservation for the 2017 Summer Social, but it’s not available for our 2017 Graduation Gala (typically the second or third Saturday of November, depending when Thanksgiving falls). **ACTION ITEM:** Dixie will discuss 2018 summer social and gala dates with them. We already have the San Marcos Activity Center is already reserved for 2017 and 2018, but if DSRP is available in 2018, then we can cancel the San Marcos location and save about \$700.
- d. Gala and Graduation Planning – Nov. 12th, 2016
 - i. Agenda, program and presentation – **ACTION ITEM:** Larry will check with Linda about creating the gala program. We would like to shorten the agenda, perhaps a change in how the recertification pins are given out.
 - ii. Meal, reservations – **ACTION ITEM:** Sarah Carlisle will check with SMHS Culinary Arts program about catering options.
 - iii. Decorations, door prizes, etc. – Need a separate committee to handle. **ACTION ITEM:** Connie will announce at the next chapter meeting, and send around a sign up list. Other discussion followed about plants, table decorations, etc. but it was decided that this will be the decision of the decorating committee.
 - iv. Other – Price of gala food and tickets discussed. There are options to be researched, but we will likely discuss a price increase at the next board meeting.
- e. Nominations Committee – Art will head nominations, Dixie will help Art.
- f. Awards Committee – Judy will serve on awards committee by providing the hours data, but there needs to be someone to head up the committee. Guidelines are in the operating handbook. **ACTION ITEM:** Beth will draft a call for volunteers for awards committee.

9. REVIEW ACTION ITEMS

- a. Upcoming Calendar events reviewed. The chapter audit is coming up next month. Attendees per the Operating Manual are the Advisor, Treasurer, and VP (Gordon, Tracy, and Connie). It is planned to take place 1 hour before the October board meeting. **ACTION ITEM:** Tracy will send an email reminder to audit participants.
- b. Other upcoming deadlines discussed.

10. Adjourn – Larry made a motion to adjourn, Mary Dow seconded. Meeting adjourned at 8:50 pm.

Hays County Master Naturalist Chapter Board Meeting Minutes