

Hays County Master Naturalist Chapter Board Meeting Agenda
October 13, 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
Beverly Gordon, Advanced Training Committee & Calendar
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
Gordon Linam, TPWD Representative

Not Present:

Helen Bowie, Outreach Committee
Tom Watson, Historian
Candy Spitzer, Willett Grant Committee
Betty McDonald, Training class liaison
Sarah Carlisle, Training class liaison
Hope Shimik, Newsletter Editor

Order of business

- 1. The meeting was called to order at 6:32 pm by Beth Ramey**
 - a. Review & Approve minutes of previous meeting – Connie made a motion to approve the minutes as submitted, Larry seconded. Minutes approved.
- 2. Officer Reports/Announcements**
 - a. President – Beth Ramey
 - b. Vice President – Connie Boltz
 - i. Chapter Meetings – Next meeting is Oct. 27th at the AgriLife building. Possible fieldtrip in December.
 - c. Secretary – Tracy Mock – Nothing to report
 - d. Treasurer – Larry Calvert
 - i. Financial Report - \$9,551.58 available funds. Full report submitted to Board via email.
 - e. Past President – Art Arizpe – Updates given on several projects.
- 3. Committee Reports/Announcements**
 - a. Advanced Training Committee – Beverly Gordon – Nothing to report
 - b. Calendar – Beverly Gordon – Nothing to report
 - c. Historian – Tom Watson – Not present
 - d. Host Committee – Mary Dow Ross & Roxana Donegan – Update given on food for October chapter meeting.

Hays County Master Naturalist Chapter Board Meeting Minutes

- e. Membership Committee – Judy Burdett – Update given on recertification eligible members.
- f. Newsletter Committee and Editor – Hope Shimek – Not present
- g. Outreach Committee – Helen Bowie – Not present
- h. Training Committee Chair – Susan Neill – 31 students on track to graduate. Discussion about next years' training committee proposed members. Roxanna made a motion to approve the committee as presented. Larry seconded. Committee approved.
- i. State Representative – Dixie Camp
 - i. State Convention – Update given on the state conference planning.
- j. Volunteer Services – Dixie Camp – Rainwater Revival volunteers needed Nov. 5th. **ACTION ITEM**: Tracy will send out a notice to membership about the volunteer needs
- k. Website Administrator – Jane Dunham – Nothing to report
- l. Willett Project – Candy Spitzer – Not present

4. Advisor

- a. TP&WD Representative – Gordon Linam – Report given
- b. AgriLife Extension – Jason Mangold – Not present

5. At Large Members

- a. 2016 Training Class Representatives – Sarah Carlisle and Betty McDonald – Not present

6. Unfinished Business

- a. Outreach Event Display – Helen Bowie – Not present
- b. Gala & Graduation Planning/Prep – Nov 12th, 2016 – **ACTION ITEM**: Beth will send an email to Jason Mangold to remind him to save the date of the gala
 - i. Agenda, program and presentations – Discussion followed
 - ii. Meal, reservations – Discussion followed
 - iii. Decorations, prizes, etc. – Mary O'Hare is in charge of decorations
 - iv. Other? – Gala reminder was included in the newsletter
- c. Nomination Committee – Update given
- d. Awards Committee – Update given

7. New Business

- a. IDA Texas – Consider for Partnership in 2017 – Connie made a motion to approve partnership, Larry seconded. Motion passed
- b. Big Chapter discussion at State – Discussion followed
- c. Financial audit – Performed by committee, and results were discussed. **ACTION ITEM**: Tracy will send a reminder to all board members regarding the sales tax exemption certificate and the link to the form on our website.

8. REVIEW ACTION ITEMS

- a. Upcoming Calendar events – **ACTION ITEM**: Beth will add to the January annual calendar to have a discussion about sales tax exemptions & how to execute for the benefit of new board members, and also as a reminder to returning board members.
- b. Membership chair position will be open next year. **ACTION ITEM**: Art and Judy will draft a description of the position to distribute.

- 9. **Adjourn** – Larry made a motion to adjourn, Connie seconded. Meeting adjourned at 8:05 pm.