

Hays County Master Naturalist Chapter Board Meeting Minutes
January 12, 2017 6:30 PM
Woodcreek City Hall Meeting Room

In Attendance:

Beth Ramey, President
Art Arizpe, Past President
Connie Boltz, Vice President
Larry Calvert, Treasurer
Tracy Mock, Secretary
Dixie Camp, Volunteer Coordinator & State Representative
Beverly Gordon, Calendar & Advanced Training Committee
Mary Dow Ross, Host Committee
Jane Dunham, Webmaster & Membership Committee
Lauren Young, Training Committee Assistant

Not Present:

Helen Bowie, Outreach Committee
Susan Neill, Training Committee Chair
Gordon Linam, TPWD Representative
Jason Mangold, AgriLife Extension Advisor
Hope Shimik, Newsletter
Candy Spitzer, Willett Grant Committee

1. **Call meeting to order – Beth Ramey** – The meeting was called to order at 6:34 pm
 - a. Review & Approve minutes of previous meetings. From the November board meeting, actions items reviewed. Connie made a motion to approve the November board meeting minutes. Larry seconded. Board meeting minutes approved. General meeting minutes reviewed. Larry made a motion to approve minutes, Dixie seconded. General meeting minutes approved.
 - b. Special item – postponed to February.
2. **Officer Reports/Announcements**
 - a. President – Beth Ramey
 - b. Vice President – Connie Boltz
 - i. Chapter Meetings – Speakers are scheduled through the month of June. **ACTION ITEM**: Connie will forward information for January chapter meeting to be emailed out to membership
 - c. Secretary – Tracy Mock – Nothing to report
 - d. Treasurer – Larry Calvert – 2016 Sales Tax return has been filed.
 - i. Financial Report – Emailed to board. Reviewed. **ACTION ITEM**: Larry will email 2017 budget worksheets to board members.
 - e. Past President – Art Arizpe
 - i. Member updates in VMS. **ACTION ITEM**: Art will review the instructions for setting up VMS logins. Will be giving instructions to new training class on Feb. 21st.
3. **Committee Reports/Announcements**
 - a. Advanced Training Committee – Beverly Gordon
 - i. Texas Water Specialist Certification – 5 MNs currently enrolled as students.

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- b. Calendar – Beverly Gordon – Nothing to report.
- c. Historian – Vacant **ACTION ITEM**: Beth will draft an advertisement for the position. Lauren Young will act as Interim Historian.
- d. Host Committee – Mary Dow Ross – Working on reservation for the gala November 11th or 18th.
- e. Membership Committee – Jane Dunham – Discussion occurred
- f. Website Administrator – Jane Dunham – Discussion occurred
- g. Newsletter Committee and Editor – Hope Shimek – Not present
- h. Outreach Committee – Helen Bowie – Not present
- i. Training Committee Chair – Lauren Young – 40 applicants.
- j. State Representative – Dixie Camp – Nothing to report
- k. Volunteer Services – Dixie Camp – Texas Night Sky Festival on March 18 needs volunteers. The email about the related photography contest went out today. More discussion occurred regarding various volunteer projects. **ACTION ITEM**: Art will look for report in VMS system that will take the place of the Approved Project pdf that gets updated regularly and published on our website.
- l. Willett Project – Candy Spitzer/Art Arizpe -

4. Advisor

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

5. At Large Members

- a. TBD **ACTION ITEM**: Lauren reports that Susan plans to present to the new training class in April the two open board liaison positions.

6. Unfinished Business

- a. PayPal Account – Art Arizpe
- b. Chapter Historian vacancy (See 3c above)
- c. Official HCMN Partner List – Researched, list given out to board. Discussion followed. **ACTION ITEM**: Beverly and Dixie will talk to Episcopal Church of the Holy Spirit about reactivating our “partnership”. **ACTION ITEM**: Jane will update our website with all our official partnerships. All others will be changed to links.

7. New Business

- a. Member Survey – Last done at the summer social in August 2015. **ACTION ITEM**: Beth will formulate a survey via Survey Monkey.
- b. Discuss initiatives/projects for 2017 – We will discuss these more in future meetings, but one project is the Willett Project which needs to become part of our regular chapter operations in the form of bloggers, content writers, etc. The current committee members will remain in place until a turn over plan is formulated. Another potential project would be development of a Junior Master Naturalist program.

8. REVIEW ACTION ITEMS

- a. Upcoming Calendar events – Reviewed. Looks like we are in good shape.

9. Adjourn – Larry made a motion to adjourn, Connie seconded. Meeting adjourned at 8:41 pm