

Hays County Master Naturalist Chapter Board Meeting Minutes
April 13, 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
Roxana Donegan, Host Committee
Beverly Gordon, Calendar & Advanced Training Committee
Tom Jones, At large class representative
Susan Neill, Training Committee Chair
Mary Dow Ross, Host Committee
Jane Dunham, Webmaster & Membership Committee

Not Present:

Dixie Camp, Volunteer Coordinator & State Representative Tracy Mock, Secretary
Gordon Linam, TPWD Representative
Jason Mangold, AgriLife Extension Advisor
Hope Shimik, Newsletter
Candy Spitzer, Willett Grant Committee
Lauren Young, Interim Historian

- 1. Call meeting to order – Beth Ramey** – The meeting was called to order at 6:32 pm
 - a. Review & Approve minutes of previous meetings. Connie made a motion to approve the March board meeting minutes. Roxana seconded. Board meeting minutes approved.
 - b. Tom Jones was introduced as the new at large class representative to Board; Welcome Aboard!
- 2. Officer Reports/Announcements**
 - a. President – Beth Ramey
 - i. **Action item:** Beth will update the Board member list in the Newsletter.
 - b. Vice President – Connie Boltz Discussed the fact that the April Chapter meeting will be the site visit at Westcave and will be on Saturday 4/29. **Action item:** Connie will alert those who signed up that there will be a \$15 fee.
 - c. Secretary – Tracy Mock - Not present but asked for suggestions to reduce the Blast address list since she is near the limit. Suggestions were:
 - i. Limit the blasts to Chapter business
 - ii. Remove the copies going to the Board addresses; most now get 1-2 copies in addition to the personal copy; just do the personal copy.
 - d. Treasurer – Larry Calvert –
 - i. Financial Report – Emailed to board. Reviewed.
 - ii. **Action item:** Larry will check with Jason on the status of the renewal of background checks of current members.

- e. Past President – Art Arizpe Requested approval of sponsorship of the Hill Country Photo Club photo contest at the \$300 level. Larry moved to approve the sponsorship, and Beverly seconded. **Action item:** Larry will send a check to the Club Treasurer.

3. Committee Reports/Announcements

- a. Advanced Training Committee – Beverly Gordon
 - i. Beverly announced that new opportunities have been posted.
- b. Calendar – Beverly Gordon – Nothing to report.
- c. Historian – Vacant
- d. Host Committee – Mary Dow Ross – Nothing to report.
- e. Membership Committee – Jane Dunham – Working to get pins to members.
- f. Website Administrator – Jane Dunham – Everything is ok.
- g. Newsletter Committee and Editor – Hope Shimek – Not present
- h. Outreach Committee – Roxana Donegan – Worked with Helen to be brought up to date on the content of the storage unit.
- i. Training Committee Chair – Susan Neill –
 - i. Looks like 41 members in the new class will be the class size.,
 - ii. Class #4 speaker was a no show but agreed to speak at a future event.
 - iii. **Action item:** everyone please comment on the revised class application form.
- j. Volunteer Services – Dixie Camp – Not present
- k. Willett Project – Candy Spitzer – Not present

4. Advisor

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

5. Unfinished Business

- a. Willett Implementation discussion - Beth brought the Board up to date on progress.
 - i. Domain names have been set up. They are not connected yet but will be soon.
 - ii. Yet to be done are the Search optimization and the media piece.
 - iii. A draft of the web site was reviewed to very positive comments by one and all.
 - iv. Draft Chair role requirements and Marketing guidelines were reviewed. **Action item:** All Board members please review and recommend any additions.
- b. Member Survey – **Action item:** All Board members please review the Survey in preparation for a discussion about what we can learn from the responses.
- c. 20th Anniversary Project Chair – Attributes and possible candidates were discussed

6. New Business

- a. Curriculum Text Donation to Library- **Action item:** Larry – Will discuss with Michelle.

7. REVIEW ACTION ITEMS

- a. Upcoming Calendar events – deferred until the next meeting

8. Adjourn – Connie motioned to adjourn, Susan seconded. Meeting adjourned at 7:46 pm!!

