

Hays County Master Naturalist Chapter Board Meeting Minutes
June 8, 2017 6:30 PM
Woodcreek City Hall Meeting Room

In Attendance:

Beth Ramey, President
Connie Boltz, Vice President
Tracy Mock, Secretary
Larry Calvert, Treasurer
Art Arizpe, Past President
Dixie Camp, State Representative & Volunteer Services
Jane Dunham, Webmaster & Membership Committee
Candy Spitzer, Willett Grant Committee
Susan Neill, Training Committee Chair

(Continued)

Roxana Donegan, Outreach Events & Host Committee
Mary Dow Ross, Host Committee
Gordon Linam, TPWD Representative
Tom Jones, At Large Member

Not Present:

Beverly Gordon, Calendar, Advanced Training Committee & Calendar
Lauren Young, Interim Historian
Jason Mangold, AgriLife Extension Advisor
Hope Shimik, Newsletter

Order of business

1. **Call meeting to order – Beth Ramey** – The meeting was called to order at 6:37 pm.
 - a. Review & Approve minutes of previous meetings. Connie made a motion to approve the May Board meeting minutes, Dixie seconded. Minutes approved.
2. **Summer Social – 10 am to 1 pm, Sat. August 12, 2017 at Dripping Springs Ranch Park**
 - a. All planning issues to be discussed
 - i. Theme – Master Naturalists Summer “Reunion” (in advance of next year’s 20th Anniversary celebration) – Come share memories/history.
 - ii. Food – Options discussed. Miss Red’s Place chosen as caterer for about 100 people. Menu decided. Fee will be \$10 per person. Headcount needed 1 week prior to event.
 - iii. Speaker – Richard Heilbern, “Advanced Laws and Ethics for 2017”
 - iv. Projects presence - **ACTION ITEM**: Dixie will draft an email inviting all project leaders to have a display table. Set-up Friday anytime between 8-5, or Saturday beginning at 8:30 am.
 - v. Other – **ACTION ITEM**: Art will get the Inactive member list (438?) and distribute. Phone calls will be more personable than email blast. **ACTION ITEM**: Beth will draft the telephone script. **ACTION ITEM**: Connie will create the agenda for the day. **ACTION ITEM**: Art will give Beth lists of graduates by year/class and Beth will make posters to hang throughout the room. Lunch line will form by class as announced. Larry and Tracy will work the registration table and collect money. **ACTION ITEM**: Art will take candid photos throughout event.
 - vi. 20th Anniversary questionnaire – “Would you be willing to be interviewed?” No paper survey this year since we did electronic survey last year. **ACTION ITEM**: Larry will make a handout to give to everyone as they come in...fill out and turn in at Outreach table.
 - vii. Chapter Administration Recruitment – Connie and Beth will work table.
 - viii. Door Prizes - **ACTION ITEM**: Mary Dow will draft a “Save The Date” email including request for door prizes, and also a reservation form. Larry has the door prize tickets.
3. **Officer Reports/Announcements**
 - a. President – Beth Ramey - Nothing to report
 - b. Vice President – Connie Boltz
 - i. Chapter Meetings – Next meeting in two weeks at Freeman Ranch.
 - c. Secretary – Tracy Mock - Nothing to report
 - d. Treasurer – Larry Calvert

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- e. Financial Report – Emailed to board earlier in the week. Balance in excess of \$28K. We are way behind last year regarding dues collection. **ACTION ITEM**: Larry will draft an email blast reminding people about paying 2017 dues with a link to contact Larry if they have a question about whether or not they paid.
- f. Past President – Art Arizpe – Camp Cypress had good turnout. Led 6-7 hikes.

4. Committee Reports/Announcements

- a. Advanced Training Committee – Beverly Gordon - ABSENT
- b. Calendar – Beverly Gordon - ABSENT
- c. Historian/Interim – Lauren Young - ABSENT
- d. Host Committee – Mary Dow Ross & Roxana Donegan – Nothing to report.
- e. Membership Committee – Jane Dunham – Has been tracking down folks and delivering membership pins. **ACTION ITEM**: Jane will write a newsletter article offering to replace old membership pins for those who lost everything in floods.
- f. Website Administrator – Jane Dunham – Nothing to report.
- g. Newsletter Committee and Editor – Hope Shimek - ABSENT
- h. Outreach Coordinator – Art Arizpe – The board voted to approve Art as Outreach Coordinator
 - i. Outreach Event Coordinator – Roxana Donegan
 - ii. Speakers Bureau - Revival
 - iii. Beautifulhayscounty.org – The goal is to roll-out the public facing website by late summer.
 - 1. Committee staffing – Good response to the call for volunteers. Candy will stay on as liaison with Upbeat Marketing.
 - 2. Marketing Guidelines
- i. Training Committee Coordinator – Susan Neill
 - i. 2018 Class Tuition recommendation is to remain at \$175 – Connie made a motion, Larry seconded. Motion passed.
 - ii. 2018 Training Coordinator selection – Mark Wojcik from last year's class. Susan will send Beth his contact information so he can be included in board communications. Susan made the motion, Dixie seconded. Motion passed.
- j. State Representative – Dixie Camp
 - i. Volunteer Services – Dixie Camp Summer Social – Volunteer Project representation
- k. Willett Project – Candy Spitzer – Report given.

5. Advisors

- a. TP&WD Representative – Gordon Linam
- b. AgriLife Extension – Jason Mangold - ABSENT

6. At Large Member

- a. Tom Jones – Nothing to Report

7. Unfinished Business

- a. 20th Anniversary Project Chair/Team – Previously discussed.
- b. TMN Curriculum books in libraries – Larry led discussion. Roxana will follow up with libraries.

8. New Business

- a. Background Checks - policy update and discussion – Beth – TMN will manage instead of AgriLife from now on (2018). Tracy made motion, Larry seconded. Motion passed.
- b. Presidents Volunteer Award – discussion – Beth. Decision was made to recognize individuals the first year they qualify, but not to recognize same people year after year. Beth made a motion to exclude repeat winners, Roxana seconded, motion passed.
- c. July 4th Kazoo Band - **ACTION ITEM**: Roxana will contact Lin to see who will lead this, then draft an email blast.
- d. Shields Ranch fieldtrip – **ACTION ITEM**: Dixie will explore expanding our relationship with them.

9. REVIEW ACTION ITEMS

- a. Upcoming Calendar events - Reviewed

10. Adjourn – Larry made a motion to adjourn, Dixie seconded. Meeting adjourned 8:31 pm.