

# Hays County Master Naturalist Chapter Board Meeting Minutes

**September 14, 2017 6:30 PM**  
**Woodcreek City Hall Meeting Room**

## **In Attendance:**

President – Beth Ramey, Present  
Vice President – Connie Boltz, Absent  
Secretary – Tracy Mock, Present  
Treasurer – Larry Calvert, Present  
Historian (Interim) – Lauren Young, Absent  
Training Committee – Susan Neill, Absent  
Host Committee – Roxana Donegan, Present  
& Mary Dow Ross, Absent  
Advanced Training – Beverly Gordon, Present  
Outreach – Art Arizpe, Present  
Calendar – Beverly Gordon  
Membership, Records – Jane Dunham, Present  
Volunteer Services – Dixie Camp, Present  
State Representative – Dixie Camp  
Webmaster – Jane Dunham  
Willett Project – Candy Spitzer, Absent  
Newsletter Editor – Hope Shimek, Absent  
TPWD Representative – Gordon Linam, Absent  
AgriLife Extension Agent – Jason Mangold, Absent

Guests: Suzanne Davis and Chris Middleton

## **Order of business**

- 1. Call meeting to order – Beth Ramey** – The meeting was called to order at 6:30 pm
  - a. **Review & Approve minutes** of previous meetings from August which were recorded by Art. Larry moved we accept the corrected minutes. Roxanne seconded the motion. Minutes approved.
- 2. Member Topic**
  - a. **Riparian Support Group – Chris Middleton & Suzanne Davis** – Discussion of an extension of Project 1601 Flood Recovery & Community Protection, specifically riparian restoration education such as formal support group, networking in neighborhoods, and creation of a cultural shift in caring for riparian properties.
- 3. Officer Reports/Announcements**
  - a. President – Beth Ramey
    - i. October – Financial audit will occur on Thursday, October 12<sup>th</sup> at 5:30 location to be determined. It may be at the new AgriLife Extension Office.
  - b. Vice President – Connie Boltz – Not Present (emailed report)
    - i. Chapter Meetings – The October chapter meeting will be at McCoy's and the speaker is Gordon. The November chapter meeting will be a star party Freeman Ranch.
  - c. Secretary – Tracy Mock – **ACTION ITEM**: Locate July minutes & send to Board.
  - d. Treasurer – Larry Calvert
    - i. Financial Report – Emailed to the board.
  - e. Past President – Art Arizpe – **ACTION ITEM**: Follow up with UpBeat Marketing about current invoice & deliverables outstanding.
- 4. Committee Reports/Announcements**
  - a. **Advanced Training Committee – Beverly Gordon** – **ACTION ITEM**: VMS Audit requested by Sheryl Foster (TMN). Beverly will follow up. AT can only be approved if it's posted on the calendar first.

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- b. **Calendar – Beverly Gordon** – Nothing new to report.
  - c. **Historian/Interim – Lauren Young** – Not Present. Emailed a report to Beth.
  - d. **Host Committee – Mary Dow Ross** (Not Present) & **Roxana Donegan** – Caterer for gala will be the same person who provided the meal at the summer social. **ACTION ITEM**: Larry will provide last years headcount to Mary Dow and Roxana.
  - e. **Membership Committee – Jane Dunham** – See “New Business” below. Nothing else to report.
  - f. **Website Administrator – Jane Dunham** – Nothing to report.
  - g. **Newsletter Committee and Editor – Hope Shimek** – Not Present
  - h. **Outreach Coordinator – Art Arizpe** – Thanks to Beth for helping with the NatureScapes reception. Photos are up until October 20<sup>th</sup>. This Sunday is the Blue Hole exhibition reception from 3-5 pm.
    - i. Outreach Events– Roxana Donegan – We won’t be able to staff a table at the Mermaid Festival this weekend due to lack of volunteers. Rainwater Revival will be in November.
    - ii. Speakers Bureau – Art - **ACTION ITEM**: Gather the speakers bureau presentations for January, February, and March.
    - iii. BeautifulHaysCounty.org – Art – Update given. **ACTION ITEM**: Review all current content with Lynn.
      - 1. Marketing Guidelines
  - i. **Willett Project – Candy Spitzer** – Not Present
  - j. **Training Committee Coordinator – Susan Neill & Mark Wojcik** – Not present
  - k. **State Representative – Dixie Camp** – Update given. **ACTION ITEM**: Dixie will follow up with Lauren to find out if photos were submitted for the state meeting. Beth made a motion to send \$100 donation for silent auction prizes. Roxana seconded. Motion approved.
  - l. **Volunteer Services – Dixie Camp** – Project representation was good at the summer social. A new project #1704 has been submitted by Lance Jones and approved for San Marcos Habitat Restoration & Improvement.
5. **Advisors**
- a. **TP&WD Representative – Gordon Linam** - Not present
  - b. **AgriLife Extension – Jason Mangold** - Not present
6. **At Large Member**
- a. **Tom Jones** – Not present
7. **Unfinished Business**
- a. **20<sup>th</sup> Anniversary Project Chair/Team** – Discussion occurred regarding Project #1703. So far no volunteer has come forward to lead the project. One idea is to set up interview booth at the gala. **ACTION ITEM**: Art will talk to Bob Currie about this.
  - b. **TMN Operation Docs** – Beth – No update.
  - c. **Missing Data from VMS** (exists in Access db currently) – Need a volunteer for data entry. Discussion followed. **ACTION ITEM**: Beverly will find out from Sheryl Foster if 1) Can a report be generated to identify missing information, and 2) Can the missing data can be uploaded. **ACTION ITEM**: Larry will provide a list of current dues payers to Jane.
8. **New Business**
- a. **Honoring Deceased Members** – We need a standardized practice – Discussion followed. **ACTION ITEM**: Beth will add this to either the gala program or agenda; also add to the Board calendar as a quarterly reminder.
  - b. **Officer Nomination Committee Formation** – Art (Past President) will be Chair. **ACTION ITEM**: Art will canvas current officers and Beth will appoint two additional members to the nomination committee.
  - c. **Awards Committee Formation** – Typically chaired by Membership (Jane). **ACTION ITEM**: Beth will appoint two additional members.
9. **REVIEW ACTION ITEMS**
- a. **Upcoming Calendar events** – Reviewed.
10. **Adjourn** – Larry made a motion to adjourn. Roxana seconded. Meeting adjourned at 8:31 pm.

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