

# Hays County Master Naturalist Chapter Board Meeting Minutes

January 11, 2018 at 6:30 PM

## AgriLife Meeting Room

200 Stillwater Drive, Wimberley

### In Attendance:

President – Anne Child  
Past President – Beth Ramey  
Vice President – Mary O’Hara  
Secretary – Tracy Mock  
Treasurer - Larry Calvert  
Historian – Dana Martensen  
Training Committee – Mark Wojcik  
Host Committee – Mary Dow Ross  
Adv. Training & Calendar – Beverly Gordon

Outreach & Marketing – Art Arizpe  
Volunteers & State Rep. - Dixie Camp  
TPWD Representative – Gordon Linam

### Not Present:

Host Committee - Roxana Donegan  
Membership – Jane Dunham  
AgriLife Extension Advisor - Jason Mangold  
Newsletter - *Vacant*

## Order of business

1. **Call meeting to order – Anne Child/Beth Ramey** – The meeting was called to order at 6:34 pm.
  - a. Review & Approve minutes of previous meetings – The November board meeting minutes were not emailed out to the board yet. ACTION ITEM: Tracy will email them asap. The December General Meeting minutes were reviewed and accepted with one correction for a misspelling. Beverly made a motion the corrected minutes be accepted, Larry seconded. Minutes approved.
2. **Officer Reports/Announcements**
  - a. President – Anne Child – No report to give. Since recently back in town, Beth Ramey will preside over tonight’s meeting .
  - b. Vice President – Mary O’Hara – Needs confirmed dates of summer social and gala, which based on facility reservations, were confirmed to be Saturday, August 11, 2018 at Dripping Springs Ranch Park, and Saturday, November 10, 2018 in San Marcos. Discussion followed about the suitability of the Wimberley Community Center, which everyone agreed they liked better. A motion was made by Larry to change this year’s venue to Wimberley if it’s available. Motion seconded by Dixie. Motion passed. ACTION ITEM: Mary Dow Ross will check on availability and follow up with San Marcos Rec Center if needed. Also, planning a fieldtrip to Cedar Park on February 24th. ACTION ITEM: Send fieldtrip details to Beverly for Calendar, and to Tracy for email blast to membership.
  - c. Secretary – Tracy Mock – Nothing to report.
  - d. Treasurer – Larry Calvert
    - i. Financial Report given which was basically a recap of the information emailed to the board.
    - ii. 2018 budging process discussed. 137 members have paid 2018 dues so far.
  - e. Past President – Beth Ramey
    - i. Review of annual report items done. Nothing else to report.
3. **Committee Reports/Announcements**
  - a. Advanced Training Committee – Beverly Gordon – Regarding Texas Water Specialists certification, Training materials have arrived. 8 members so far have been certified.
  - b. Calendar – Beverly Gordon – Nothing to report
  - c. Historian – Dana Martensen – Report given. ACTION ITEM: Dana needs a list of all Active members from Jane.
  - d. Host Committee – Mary Dow Ross – Jan. chapter meeting is at the AgriLife building. Meal preparations are underway.
  - e. Membership Committee – Jane Dunham (absent)

## Hays County Master Naturalist Chapter Board Meeting Agenda

- i. Background checks – active members only. **ACTION ITEM**: Jane to draft a communication to all members about the CBC process and the importance of updating personal information in the VMS system. This information needs to be included in the newsletter also.
- ii. Moving 2017 trainees to active member status – **ACTION ITEM**: follow up in February.
- f. Website Administrator – Jane Dunham (absent)
- g. Outreach & Marketing Coordinator – Art Arizpe
  - i. Outreach Events–Roxana Donegan – (absent) Will need relief due to injury, so this position is officially open. **ACTION ITEM**: Art will draft an announcement to be emailed to membership.
  - ii. Speakers Bureau – Art – Update given
  - iii. Beautifulhayscounty.org - Art
    1. Marketing Guidelines – Has a meeting set up with Upbeat Marketing to discuss deliverables.
  - iv. Newsletter – *vacant*
- h. Training Committee Coordinator –Mark Wojcik – 44 applicants plus a wait list. Classes begin January 30<sup>th</sup>. **ACTION ITEM**: Art will send an email to connect Mark with Hiram for Facebook group to be created.
- i. State Representative – Dixie Camp – including 20<sup>th</sup> anniversary celebration. Awaiting new guidelines. Nothing new to report.
- j. Volunteer Services – Dixie Camp
  - i. Review items required for annual report not captured on VMS or may not have been reported completely or accurately.
  - ii. Discussion about how to report volunteer hours when two different approved “projects” are represented, ie. TreeFolks planting at 5-Mile Dam Park.
  - iii. There will be an Insect Expo in New Braunfels on Feb. 27 & 28. **ACTION ITEM**: Dixie will forward the details to Tracy for an email out to membership.

### 4. Advisors

- a. TP&WD Representative – Gordon Linam – Report given.
- b. AgriLife Extension – Jason Mangold (absent)

### 5. Unfinished Business

- a. TMN Operation Docs – update – Beth – Nothing new to report.

### 6. New Business –

- a. Regarding the State Report due in February, **ACTION ITEM**: Beth will email Michelle Hagerty to ask what format to use for the state report.
- b. **ACTION ITEM**: Art will draft a reminder to all project leaders about how to report number of acres and miles of trails in the VMS system.

### 7. REVIEW ACTION ITEMS

- a. Upcoming Calendar events reviewed
- b. February Board Meeting will be 2/8/18

8. **Adjourn** – Art made a motion to adjourn, Larry seconded. Meeting adjourned at 8:02 pm.