

Hays County Master Naturalist Chapter Board Meeting Minutes

04-12-2018 at 6:30 PM

AgriLife Meeting Room

200 Stillwater Drive, Wimberley

In Attendance:

President – Anne Child
Past President – Beth Ramey
Secretary – Tracy Mock
Treasurer - Larry Calvert
Training Committee – Mark Wojcik
Adv. Training & Calendar – Beverly Gordon
Membership – Jane Dunham
Outreach & Marketing – Art Arizpe
Volunteers & State Rep. - Dixie Camp
Host Committee - Roxana Donegan

Host Committee – Mary Dow Ross
Newsletter - Betsy Cross
Project Leader – Christine Middleton

Not Present:

Vice President – Mary O’Hara
Historian – Dana Martensen
TPWD Representative – Gordon Linam
AgriLife Extension Advisor - Jason Mangold
Newsletter - Tom Jones

Order of business

1. **Call meeting to order – Anne Child** – The meeting was called to order at 6:30 pm
 - a. Review & Approve minutes of previous meetings – March. Larry made a motion to accept the modified March board meeting minutes. Roxana seconded the motion. Minutes approved.
2. **Riparian Recovery Network - Christine Middleton** – Talked about a networking group to provide support and information for people who are restoring riparian areas. Upcoming event at Jackaroo Ranch. Discussion followed. **ACTION ITEM:** Christine will search for and recruit volunteers from the community (not HCMNers) who are interested in learning about whatever task is taking place on private property. She will then instruct these volunteers on how to do the activity and thus will not be doing actual work on private property but rather will be educating the public. **ACTION ITEM:** Dixie will provide Christine the name and contact information for Sun Gatto, who is seeking volunteer opportunity doing computer work. **ACTION ITEM:** Mark W. will make time in either June or July class for Christine to come and talk about her project.
3. **Officer Reports/Announcements**
 - a. President – Anne Child
 - i. 500 hours in 2017 awards update – no new members achieved 500 hours within 2017
 - ii. Dick McBride has started sharing class videos with other chapters when requested
 - iii. Wimberley candidates for political offices – Susan Jagers, Gary Barchfeld, Christine Byrne
 - iv. Request for board mtg summary in newsletter
 - v. HCMN bird list – wanna put it on beautifulhayscounty.org? **ACTION ITEM:** Anne will send the bird list to Art for the website
 - b. Vice President – Mary O’Hara – Not present
 - c. Secretary – Tracy Mock – Nothing to report
 - d. Treasurer – Larry Calvert
 - i. March Treasurer’s report – Reports reviewed. Total bank balance is \$23,637.59
 - ii. Income taxes have been filed
 - iii. As of today, 148 paid members for this year, which is well below normal numbers
 - iv. Art made a motion for \$300 sponsorship of the Naturescapes Photography Contest this year. Roxana seconded. Motion passed. **ACTION ITEM:** Art will forward an electronic version of the photography contest announcement to Betsy for inclusion in the next newsletter.
 - e. Past President – Beth Ramey
 - i. Annual Report – Still waiting on some answers from Michelle. **ACTION ITEM:** Beverly is to send to Beth the names of HCMN members who achieved Texas Water Specialist certification in 2017

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4. Committee Reports/Announcements

- a. Advanced Training Committee – Beverly Gordon – 869 AT hours reported so far this year.
- b. Calendar – Beverly Gordon - **ACTION ITEM**: Beverly will write something for the newsletter to remind project leaders to send her information on workdays for inclusion on the projects calendar, and also send to Tracy for an email to the **Project Leaders** email group.
- c. Historian – Dana Martensen – Not present
- d. Host Committee – Mary Dow Ross & Roxana Donegan
 - i. John Moore suggests musicians Terri Hendrix and Lloyd Maines at summer reunion or gala. Discussion followed. We don't typically have entertainment at these events due to time constraints. Perhaps joining musical performance with some other event would work, like a Dark Skies event or the Butterfly Festival.
 - ii. November 9, 2019 is the suggested date for Gala at the Wimberley Community Center. Roxana will go ahead and get on their calendar as demand for events there is high.
 - iii. Regarding the Gala - **ACTION ITEM**: Art is going to offer the sponsor opportunity to the Willet Foundation
- e. Membership Committee – Jane Dunham – Up to date, nothing else to report.
- f. Website Administrator – Jane Dunham – will be in Peru for two weeks. **ACTION ITEM**: Beverly can approve hours in Jane's absence.
- g. Outreach & Marketing Coordinator – Art Arizpe
 - i. Outreach Events – Roxana will stay on temporarily, but we still need to find a permanent replacement. Art is asking someone in particular, and pending their answer, he'll request other ideas from the board.
 - ii. Speakers Bureau – Art – Two upcoming events. Updates given.
 - iii. Beautifulhayscounty.org – Art – Meeting held in March to go over the launch plan. **ACTION ITEM**: Art will update the website with more current dates. Beth shared a proposal for some marketing material. Everyone approved. Will go to the printer next week.
 - iv. Newsletter – Betsy Cross – Publishing schedule change discussed.
 - v. Facebook – Allow TMN to use our posts/pictures, share TMN posts often.
- h. Training Committee Coordinator – Mark Wojcik – Classes going well. Nothing new to report.
 - i. Class reporter for newsletter – Request made to class. So far, no volunteer.
- i. State Representative – Dixie Camp – First new project for the year has been submitted by Venita Fuller. It's 10.5 acres located in Driftwood.
- j. Volunteer Services – Dixie Camp
 - i. Training needed about logging metrics at project sites? Make it a newsletter article or president's message? It really would be better if the needed information is included on the log/sign-in sheet. **ACTION ITEM**: Ann will incorporate into a President's Message.

5. Advisors

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

6. Unfinished Business

- a. Feedback/ideas for signs. No change.
- b. Social Media Policy and Guidance --Combined website / social media document? **ACTION ITEM**: Beth will send again and ask for feedback.
- c. New TMN Operation Docs – Beth – Reviewed and discussed. **ACTION ITEMS** will need to be added to our board calendar in order to be compliant such as setting next year's board meeting dates at the October board meeting, and approving next year's budget. In January, the board will need to review budget to make sure it's still accurate.

7. New Business

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- a. State conference - 20th anniversary
 - i. TMN 20th Anniversary Gala fundraiser to support the TMN Endowment Fund discussed.
 - ii. Sponsorship request – Beth suggests our chapter make a donation. Amount to be determined at a later date. It’s not currently in our 2018 budget.
 - iii. In lieu of a chapter meeting, on May 11th will be a chapter fieldtrip to Bracken Cave from 6-8:30 pm. Space is limited to 50 participants and a reservation is required. **ACTION ITEM**: Mary needs to send details to Secretary for a message to go out to membership next week (by April 20th).

8. REVIEW

- i. Follow up on all Action Items from the March Board Meeting. All discussed, and completed except for: Jane – proposal for website reconfiguration. A new **ACTION ITEM**: Art to finish press release.
- b. Upcoming Calendar events - Reviewed
- c. May Board Meeting – 5/10/2018

Mo.	Day	Task	Responsible role
2	any	Complete annual report for State TMN	Past President
3	1	Get names for Presidents Volunteer Services Awards - 500 Vol hour in prior calendar year - order awards	President
4	1	Submit taxes to the IRS	Treasurer
5	any	Select Training Class Board members (2) so they can start attending in June	Training Chair
6	1	Finalize Summer Social plans and review with board	Host Chair
6	1	Propose class tuition for board approval	Training Chair
6	1	Summer Social - Appoint someone to receive and track door prize donations.	Vice President
6	1	Summer Social - Assign door prize runners	Vice President
6	1	Summer Social - Assign someone to man the HCMN booth	Host Chair
6	1	Summer Social - Get door prize tickets	Treasurer
6	1	Summer Social - Identify projects with tables	Volunteer Project Chair
6	1	Summer Social - Print sign-up sheets for project booths	Volunteer Project Chair
6	1	Summer Social - Select MC and set agenda	Vice President
6	10	Hold Board meetings at least quarterly	President

- 9. **Adjourn** – Beverly made a motion to adjourn. Larry seconded. Meeting adjourned at 8:57 pm.