

Board Meeting  
Hays County Chapter Texas Master Naturalist  
December 19, 2006  
820 Red Hawk Road, Wimberley  
Minutes

In attendance: President Dale Shively, Vice President Dixie Camp, Treasurer Winifred Simon, Ex-officio President Tom Watson, Secretary Susan Nenney, Membership Chair Judy Telford, Walt Krudop; Chapter members: Karen Archer, Marion Couvillion, Jamie Kinscherff; Hays County Extension Agent Bryan Davis.

Dale opened the meeting at 7:05 and introduced his guidelines for meetings. He reviewed the agenda. Dixie moved and Tom seconded that the agenda be accepted. The motion passed.

**1. Housekeeping**

- Tom Watson will deliver Del Bassett's five-year certificate.
- The MN/MG Christmas party – Very few chapter members seem to be attending the joint party. The group discussed the relevance of the MN/MG party if the Hays County MN chapter continues to have a late November or December party as happened this year.
- Membership dues are due in January, and remain \$12. Dixie suggested an in-person push might bring in more dues. The previous board had discussed raising the dues. Winifred will return to the board at the next meeting with a suggestion for 2007 dues. Walt noted that some chapters have no dues.

**2. Appointment of Committee Chairpersons/Board members (Operating Handbook Section B)**

Dale noted that within the bylaws certain committees are delineated. Our chapter has persons in those slots, but no committee members.

**A. Chapter Historian:** Susan moved and Tom seconded that Laurel Robertson be accepted as chapter historian. The motion passed.

**B. Newsletter Committee Chair** – Dale noted that this is a committee. Dale recommended that Richard Barnett continue as Newsletter Chair and Tom noted Richard should be asked. Susan moved and Tom seconded that Richard be appointed as newsletter chair if he is willing to accept the post.

**C. Membership Committee Chair** – Tom moved and Dixie seconded that Judy Telford continue as membership chair. The motion passed.

Dale distributed a copy of the training class volunteer sign-up sheet for chapter committees.

### 3. Governance

Dale led a discussion of committee structure. Chairs of all standing committees are members of the board. It was noted that once standing committee chair persons are approved by the Board, the chairperson can then appoint their committee members.

The Board reviewed the process and membership of the nominating committee as addressed in the bylaws. An Ad Hoc Committee is responsible for selecting the annual ballot of officers and board members and serves when an officer vacancy occurs. It is chaired by the active past president or a nominee of the current president.

Due to the vagueness of current operating procedures for committee appointments as defined in the Operating Manual, Dale recommended that the board designate committee chairs this year, so business can proceed. As the year progresses, he will seek to clarify guidelines for upcoming years. Winifred asked if committee chairs are vacated with every election. The answer is yes; they are then newly nominated or re-nominated by the President and confirmed by the Board.

The bylaws were established by the state and can only be changed with state approval. The operating procedures are local.

Upcoming governance issues for discussion might include:

1. Addition of an Awards Committee

### 4. Establishment of Training Committee

The board discussed the general role and responsibilities of the training committee, which is a standing committee. The President nominates and the board approves the Training Committee Chair who is then authorized to establish the Training Committee. The membership of the training class committee is sunset after each class graduation and a new Training Committee Chair is nominated by the Chapter President with approval from the Board.

The Board engaged in a vigorous discussion of the selection of the training class location, the collaborative nature of the decision, and its' implications. Bryan Davis noted that historically about one third of each year's classes have been held outside of the general location of San Marcos, suggesting that the training location functions as a home room rather than a permanent location for all classes. He said that most near-future growth will be in the Kyle/Buda area moving northward. Walt distributed a handout describing the history of class participation.

Dixie suggested that the board **approve** (not choose) the location. Jamie noted that the people who attend most frequently appear to be landowners who have some parcel of land and who are interested in learning and volunteering. Marion reiterated the concept that the Training Chair nominates a training location subject to the approval of the Board. Karen Archer noted that our biggest threat is land fragmentation and that the true land

fragmentation is occurring in our area. It is a plus to be active in an area which is still considered a natural area. Tom moved that “the geographical location of the training classes proposed by the Training Committee be approved by the full board of the chapter in office at the time of the request for approval by the Training Committee chairperson. The decision by that Board will be binding on the Board holding office in the year that the training class is convened.” Bryan suggested that given the large job responsibilities of the Training Committee Chair, that person should be allowed to submit a location. It was suggested that the decision should be made as a consensus between the chair and the Board with the chair nominating a location. Dale noted that the Operating Manual may only be changed by 2/3 of the Board with a ten-day notice to the chapter membership. Dixie moved and Tom seconded that for the 2007 class the board will set the location of the training committee. The motion passed. The language of the Operating Manual will be reconsidered at later meetings for clarification.

After much discussion on class locations and the needs of the Chapter, Tom Watson moved and Judy Telford seconded that the 2007 training location be in the Wimberley area. The motion passed. Dale said that during 2007 the board will craft language to clarify the process for choosing training locations and placed in the Operating Handbook for future Board direction.

Dale nominated Nancy Turner as the chairperson for the class of 2007. Dixie proposed opening up requests for volunteers for the committee before appointing the new chair. Dale distributed a proposal for committee structure and job responsibilities. A committee of 9 members (including the Chairperson) will be supplemented by volunteers who share specific tasks on an ad hoc basis.

Susan moved and Winifred seconded that the Board accept Dale’s nomination of Nancy Turner as committee chair and the proposed restructure of the Training Committee to 9 voting members, with other volunteers engaged on an ad hoc basis as needed for the 2007 class. Discussion followed. The motion passed on a 4 to 2 vote.

## **5. Other Business**

Judy Telford asked about the concept of a chapter directory; she and Susan will discuss strategies for compiling their best data. Judy presented volunteer pins to Marion Couvillion and Jamie Kinscherff. Dale presented the Outstanding Volunteer of 2006 plaque to Marion, who was absent from the November Chapter Meeting and Awards Celebration.

**6. Appointment of State Representative** – discussion tabled due to time.

## **7. Adjournment**

Tom moved and Winifred seconded that the meeting adjourn. The motion passed, and the meeting was adjourned at 9:37pm.