

Hays County Master Naturalist Board Meeting Agenda
January 9th, 2014 at 6:30 PM
Camp Jacob Watershed Education Center

In attendance:

Art Arizpe, President
Karen Archer, VP
Larry Calvert, Past President
Tracy Mock, Secretary
Beth Ramey, Treasurer
Dick McBride, Training Committee Chair
Lin Weber, Training Committee Asst.
Jean McMeans, Training Committee Record Keeper
Susan Kimmel-Lions, Advanced Training
Kim Ort, Outreach Committee
Ben Adair, Records Committee
Leah Laszewski, Membership Committee
Dixie Camp, State Representative

Not Present:

Helen Bowie, Host Committee
Herb Smith, Webmaster
Richard Parrish, Extension Agent

OPEN, Historian
OPEN, Calendar Committee
OPEN, TPWD Representative
OPEN, Volunteer Services
OPEN, Newsletter

1. President – **Art Arizpe** – The meeting was called to order at 6:39 pm
 - a. **Announcements** – Since no December meeting, Art wishes to thank everyone for serving last year, and this upcoming year. He received positive comments after the gala about how well the chapter seems to run. Kudos to everyone...keep in mind what can we do better. Larry offered to conduct some new officer training for new board members. The other thing to bring up is the fact that our vote was not unanimous regarding the raising of 2014 tuition amounts. The fact that we didn't meet meant there was no discussion of the tuition increase. Lin did a cost comparison of tuition of other chapters. Our new \$175 tuition is very comparable to other chapters, especially if you consider we provide dinners. Also per Lin – All the training committee recipes are now available on the website.
 - b. **Board Calendar** – Please add a reminder for July or August to discuss lowering of 2015 tuition amount. This needs to be moved from Jan. 1st to Nov. instead (since the selection of TC members for board approval happens in Oct, and are in place by Nov. 1st). Other January due dates...acceptance of 2014 class members. In March (2nd class) – Leah

will make presentation to class how to report hours. **ACTION ITEM: Ben will send Leah the power point presentation for that training.**

- c. **Open positions brainstorm** – Advisor? Michelle Haggerty is trying to find a suitable advisor, maybe Gordon. Newsletter – Need suggestions. **ACTION ITEM: Art will send Tracy something to blast out to the membership** (it's been in newsletters, but not ever emailed out).
2. Vice President – **Karen Archer** – Merry Bateman, Climate Reality Specialist will speak on Jan. 23rd in SM at the AgriLife Extension Office. Would like to request approval to pay speakers, especially if they are traveling from far away. Would like to blast out an email to membership asking for ideas for speakers & fieldtrips. **ACTION ITEM: Reschedule due to inclement weather.**
3. Secretary – **Tracy Mock** – Approval of November minutes? Sorry they were emailed late. Thank you letters for gala are signed & going out tomorrow.
4. Treasurer – **Beth Ramey** – Dues update –
 - a. 2013 Tax Filing - Federal tax filed on Jan. 1st.
 - b. Dues update - paid dues received so far = 98 + 5 in mailbox today.
 - c. Discuss 2013 Actual and 2014 Budget – Per Kim it would be nice to give some kind of thank you gifts to instructors. Speaker gifts for the training classes had a budget of \$120 last year. Susan would like to request \$150 for AT. Dick would like to revise TC budget up to \$6300. Art's budget of \$1000 is for photog club sponsorship and the scholarships to the TMN convention is sufficient for this year. Please increase to \$1200.
 - d. Training Class Scholarship reporting - Beth would like to add a budget line item for tuition decisions (for trainees). We are all in agreement that it is worthy to track since we get some donations that are earmarked for tuition but we have never tracked. A lengthy discussion followed, see TC scholarships below.
 - e. Review Expense approval limits and procedures – Make sure we are all on the same page regarding expenses. Any single transaction in excess of \$500 requires board approval & two signatures. Try to look ahead & plan in advance so we don't have to scramble for board approval via emails.
 - f. "Let's Keep it Flowing" DVD project – Need better receipts & get squared up with Karen Bowden.
 - g. Finally received a check from Jeff – Garden Club for \$200 to be used for the Wimberley Library Naturescape – **ACTION ITEM: Beth will get with Chris Middleton**
5. AgriLife Agent – **Richard Parrish (absent)**
6. TP&WD Representative – **Open**
7. Past President – **Larry Calvert**
 - a. Review draft Annual Report – Lots of really great information contained in this report – why cant it be available on the website & in the newsletter? Would be best as pdf on website & send email blast out to membership.
 - b. Regarding the Hays Co. birding project, the Commissioners Court will make a proclamation on Tuesday 14th at 9 am
8. State Representative – **Dixie Camp** – Nothing to report

9. Training Committee – **Dick McBride** – Lin Weber is Dick’s assistant, Jean McMeans is record-keeper. 53 applicants for this year.
 - a. Spending requests – Need to order curriculum & shirts. Approximately \$840. For Aquarena, will need \$500 in July. 28 speaker gifts will be amazon gift cards of \$50 each = \$1400. Most pressing is \$840 for curriculum and \$1400 for speaker gifts. The Aquarena money can wait until later. Dick motioned, Larry seconded. All approved. Dick made motion for \$1400, Larry seconded. There was one opposition.
 - b. Additional scholarships – 6 scholarships requested. Leah – made motion to offer all 6 this year and revisit the entire scholarship process again in June. Larry seconded. Vote taken, motion passed. ACTION ITEM: Art will add reminder to the June board calendar. \$600 will go the donation/tuition line on the 2014 budget.
 - c. Recipes and recommended internet links (resources) are now available on our website.
10. Advanced Training Committee – **Susan Kimmel-Lines** – still having trouble accessing the AT calendar. ACTION ITEM: Need to get with Herb. Janaury so far is 11 hrs. February so far 3+ hours. Would like to continue the specific training tracks, but make them more identifiable on the calendar. Would also like to cross reference with speakers & subjects in the training classes and in the monthly meetings. Also planning to send caring reminders throughout the year to keep people on pace. Received good suggestions about being VERY specific about how many advanced training hours are approved. ACTION ITEM: For the entire board...Would like to compile a list or collection of facilities, capacity, cost & who to contact so that we can schedule AT so that it’s convenient to all membership.
11. Membership Committee – **Leah Laszewski** – Nothing at this time – Ben is getting ready to hand off duties, but is still getting 2013 data up to date & finalized. ACTION ITEM: Ben will get with Leah in the coming weeks to set up access to the program & go through the gmail account.
12. Web Master – **Herb Smith** – not present
13. Newsletter Committee and Editor – **Open**
14. Outreach Committee – **Kim Ort** – already done one outreach (speakers burea) this week on wed. Wimberley Garden Club, spoke on edible plants and pesky bugs. SMGA annual meeting to be held at the Rec. center at City Park.
15. Host Committee – **Helen Bowie**– not present
16. Historian – **Open**
17. Volunteer Services – **Open**
18. Calendar – **Open**
19. Adjourn - /Beth, Larry, adjourned at 8:25 pm