

**Hays County Master Naturalist Board Meeting Agenda**  
**October 10<sup>th</sup>, 2013 at 6:30 PM**  
**Camp Jacob Watershed Education Center**

**The meeting was called to order at 6:31 pm**

**In attendance:**

Art Arizpe, President  
Charles Maxcy, Historian  
Dixie Camp, State Representative  
Lee Ann Linam, TPWD Representative  
Beth Ramey, Treasurer  
Karen Archer, VP  
Larry Calvert, Past President  
Leah Laszewski, Outreach  
Lin Weber, Training  
Richard Parrish, Extension Agent  
Tracy Mock, Secretary  
Tom Hausler, Volunteer Service Projects  
Dick McBride, Training  
Helen Bowie, Host Committee

**Not Present:**

Ben Adair, Membership  
Kim Ort, Advanced Training  
Lisa Kay, Newsletter  
Herb Smith, Webmaster

Leah made a motion to approve the September board meeting minutes. Beth  
2<sup>nd</sup>, minutes approved.

1. President – **Art Arizpe**
  - a. Approve the September minutes
  - b. Review action items
  - c. Announcements – Naturescapes Photo contest went well. We would like to display the winning entries at the Gala.
  - d. Board Calendar – order dragonfly pins, report hours to Michelle Haggerty, proposed cutoff for reporting hours is proposed to be October 27<sup>th</sup>.  
**ACTION ITEM: Tracy**-An announcement about cut off needs to go out to membership, however **ACTION ITEM: Ben**-the hours reports need to be sent fist. **ACTION ITEM: Larry & Board**-Next board meeting, review all sections of the annual report.
  - e. Nominations and returning Committee Chairs – See Art's list of proposed officers & committee chairs.
  - f. Awards Committee – Larry, Beth, Ben, Dixie
  
2. Vice President – **Karen Archer** – Next chapter meeting will be Oct. 24<sup>th</sup> @ Freeman Ranch, has a new facility where they do their programs. Baron Rector

- will be the speaker. Karen has also mentioned she will be looking for a backup person to help her out. She hopes to travel more next year & wants someone to share the duties with. Karen also plans to have a comment bowl at the gala to receive suggestions for topics & speakers next year.
3. Secretary – **Tracy Mock** – Question about previously recorded webinars counting as advanced training hours. Is it case by case? Or does it need to be a discussion between AT Chair & the Board. It's already limited to 2 hours per year. The board has already discussed and decided this in the past, and the decision was that the missing requirement is that it must be "interactive".  
**ACTION ITEM: Tracy** will reply to Kim regarding a recent recorded training session.
  4. Treasurer – **Beth Ramey** - \$9,080.00 in checking account
    - a. Financial Audit – Records in good shape. We would like to mention that there are receipts where we paid sales tax. **ACTION ITEM: Beth**-will ask Herb to put tax exemption certificate on website again.
  5. AgriLife Agent – **Richard Parrish** – We are a little behind on background checks for some of our volunteers. Must be done every 3 years. **ACTION ITEM: Richard**-will send out letters, and then submit the totals to Beth for reimbursement.
  6. TP&WD Representative – **Lee Ann Linam** – Nov. 30<sup>th</sup> is her last day. Probably won't be at the gala due to guests from out of the country at that time. Will begin teaching & working on some other contract work.
  7. Past President – **Larry Calvert**
    - a. Hays County Bird Blind Project – 30 people showed interest in the project, 24 folks showed up for the informational meeting. Lots of good response & sharing of ideas. Steering Committee: Lance Jones, Brad Kimmel, Blaine Nelson, Beth Ramey, Randy Garst, meets again on Oct. 23<sup>rd</sup>. The goal is to put together a master plan to be submitted to the county. Richard Parrish is the ongoing liaison along with Judge Bert Cobb.
  8. State Representative – **Dixie Camp** – We received a 'Thank you' for the donation to the TMN annual meeting.
  9. Training Committee – **Lin Weber** – The final class is next Tuesday, on grasses. 26 trainees on schedule to graduate. 11 trainees have enough hours to certify. A few more are very close.
    - a. Shirt and name tag order – Jean M. will order after Tuesday's class. Per speakers' request, we need to consider developing a policy on honorariums for gas & travel costs. The board has decided that if a speaker asks, we will pay up to \$25 to help cover fuel costs.
    - b. Dick McBride – Online Class Videos – vimeo to share class videos for students who have to miss a class. Dick envisions leaving the videos up for a set period of time, and then taking them down. The site has a capacity limit too, which will be managed by training committee. **ACTION ITEM: Training committee** is responsible for coordination, distribution, management, etc. of all training videos. There will still be one "hard copy" DVD as an archive.

10. Advanced Training Committee – **Kim Ort** (absent)
11. Membership Committee – **Ben Adair**
  - a. Hours reporting status – Has a report of everything entered into the database from January 1st to Sept. 30<sup>th</sup>. Ben has been sending detailed reports to members as requested. This summarized report is ready to send out to the chapter. **ACTION ITEM: Ben** - send summarized report to Tracy for distribution to the membership (Done 10/15/13).
  - b. Hours report to State – Same summarized hours report can be used.
  - c. Ordering Dragonfly Pins – Has sent email to the contact (Mark at TP&W).
  - d. Got a list from Nadia (MN intern) of folks who will be at the state meeting – would like to recognize these individuals at the state meeting. Asks that Ben verify the information. Beth suggests **ACTION ITEM: Ben** cross reference the information with last year's gala notes.
  - e. **ACTION ITEM: Ben** – please send out an email indicating the last day to enter hours to be recognized this year. **Wed. October 30th** Need at least 2 weeks for data entry before gala.
12. Web Master – **Herb Smith** (absent)
13. Newsletter Committee and Editor – **Lisa Kay** (absent)
14. Outreach Committee – **Leah Laszewski** – Direct Outreach to non master naturalists - 4,416 people reached with trainings, earth day, butterfly day, various educational programs. 462 people reached through the speakers bureau.
15. Host Committee – **Helen Bowie and Eva Gomez** (absent)
  - a. Graduation & Gala Plans – reservation forms will be available this weekend. Planning meeting will take place on Monday 10/14 to work out some details. Food under control, needs a check for deposit for caterer. Who will do program? Larry reports the topic will be “Texas Sages”. Decorations will be done by Lin. Dixie will work on getting plants. Slide show/Power point presentation was done by Charles Maxcy. Lance did the photo loop at the front of the program. **ACTION ITEM: Beth** will draft something for Tracy to send out an email to the membership asking for volunteers to help with certain tasks for the gala, ie help decorating, manning the sign-in table. Note - Lin has already reserved the meeting room at the San Marcos Activity Center for Sat. Nov. 15<sup>th</sup>, 2014.
16. Historian – **Charles Maxcy** – Nothing to report.
17. Volunteer Services – **Tom Hausler** – two new projects, Wild Basin and the new Hays Co. Birding Project. Dixie announces that anyone who wants to volunteer for Rainwater Revival in Boerne Nov. 2<sup>nd</sup> (8 am to 4 pm). **ACTION ITEM: Dixie** will send announcement to Tracy to blast out to membership.
18. Calendar – **Tom Hausler** - Put on calendar for next year – reminder for photos to be submitted for the State meeting. Lance had some that he says he sent. Not too many requests to update calendar.
19. Adjourn – A motion to adjourn was made by Tom, Larry seconded, meeting adjourned at 8:10 pm.