

**Draft Only**

**GALVESTON BAY AREA CHAPTER – TMN  
BOARD OF DIRECTORS MEETING  
MINUTES  
February 3, 2009, 2009  
Extension Office**

The meeting convened at 7:00 P.M.

**Attending:**

Frank Budny Jim Duron Mary Jean Hayden Diane Humes Terry Jackson Julie Massey  
Sara Snell Sue Sutterby Nelda Tuthill Beverly Williams

**Others Attending:** Tawy Muehe Cliff Muehe

**Absent:**

Verva Densmore

**Agenda:** Agenda was reviewed.

**President**

1. Chapter report & goals development  
Mary Jean presented a power point presentation on Accomplishments for 2008 and Goals for 2009. The presentation will be shown at the February Chapter meeting.
2. Chapter meeting – thank Gayla Stock  
Gayla Stock is moving out of town. Mel wants to honor her at the meeting and give her a Friend's pin.
3. By-Laws/Operating Handbook document  
Carolyn will publish final editions.

**Vice-President**

1. Meeting speakers  
Diane has contacted prospective speakers and has received acceptance from some.
2. Website & Chapter calendar  
Diane did some updating on the calendar. She asked if there was anything that anyone wanted on the calendar. Stewardship activities will go to the calendar through Sue

Sutterby. Mary Jean discussed procedures for getting information to Carolyn, our webmaster.

3. Midden  
Committee will meet first of March for the April issue.
4. Regional Planning Meeting  
Diane talked to Michelle and Sonny. Apparently we are the only chapter that has asked about a regional planning meeting.
5. Galveston Bay Plan  
Diane showed an impressive poster depicting how Master Naturalists implement the Galveston Bay Plan.

### **Treasurer**

1. Treasurer's report  
Frank presented the Treasurer's report for January 31, 2009.
2. Scholarship donation  
Frank reported grants and gifts that need discussion for use of funds. Acknowledgement letter will be sent to donors by Secretary.
3. Discuss '09 Budget  
The proposed budget covers dues and class fees. When decisions have been made for use of grants, the grants and proposed expenses will be added to the budget. **MOTION: We accept the modified budget for 2009.** Sara moved. Frank seconded. Motion carried.

### **Secretary**

1. The Minutes of the Board Meeting of January 6, 2009 were reviewed and approved.
2. Nelda announced that Lana Sims had decided to withdraw as Historian. Nelda will continue to work on recruitment of a replacement.
3. Record of past board motions  
Nelda will continue work on compiling motions passed by past Boards.

### **Past President**

1. Brazos Bend Campout.

Four GBA members are helping with presentations at the campout at Brazos Bend, Friday February 6 through Sunday February 8.

### **Sponsor Representative**

1. Julie report

A letter has been received from Native Plant Society acknowledging gift in honor of Kate Hillhouse

## Membership

1. Changes to '08 report to state

More information was added to Outreach and Education before the report was sent to the State.

2. Grovesite test

Carolyn Miles wanted to know if the Chapter wanted to use Grovesite for reporting volunteer hours. The Board decided against.

3. Terry asked for an agenda item for each Board meeting for Volunteer Hours and Outreach Direct and Indirect contact hours. Mary Jean would like an ad hoc committee to address the reporting form in light of the requirements from State and the information needed for the Chapter. Terry, Jim, Tawy, Julie and Sue agreed to serve on that committee and report to the next Board meeting.

## Chapter Training

1. Training Class

19 people have signed up for the class with a possibility of two more. **MOTION: Ad Hoc committee of Training Class leaders will address requests for scholarships for class.** Sue moved. Terry seconded. Motion carried.

2. Advanced Training

No report.

## Volunteer Services

1. Stewardship

Sue met with Dick Benoit. Dick would like the Stewardship Committee to be enhanced. Sara has volunteered to help with Stewardship for development of the Committee.

2. Edu-Outreach

No report.

## '08 Class Representative

1. Records retention – Jim Duron

Jim has been gathering information. He has been looking at data bases that Terry generates in her reports.

**'08 Class Representative**

No report.

Sara moved and Beverly seconded that the meeting adjourn.

Meeting adjourned at 9:00 P.M.

Respectfully submitted,

Nelda Tuthill  
Recording Secretary

### Action Items

Date	Project	Action	Responsible	Expected Date to Complete	Comments
1/6/09	Records retention	Develop records retention policy	Board/Jim Duron		
02/03/09	Grants and Gifts	Suggestions for uses of funds	Board	03/03/09	