

VMN-HRC Board of Directors Meeting

Minutes

Wednesday, 07 January, 2015

The meeting was called to order at 6:35 p.m. by President Shirley Devan. It was held in the Multipurpose Room of the Human Services Building, 5249 Olde Towne Rd., Williamsburg, VA 23188.

BOARD ROLL CALL

Present: Nancy Barnhart, Sherry Brubaker, Ginny Carey, Janet Curtis, Shirley Devan, Gary Driscoll, Adrienne Frank, Roger Gosden, Cheryl Jacobson, Judy Jones, Les Lawrence, Jan Lockwood, Patty Maloney, Lucy Manning, Linda Morse, Joanne Sheffield, Dean Shostak, Deb Woodward

Not present: Mary Apperson, Tom Dougherty, Mike Woodward

Others present: H. Braxton Allport, Lou Amato

A quorum was declared to be present.

SECRETARY'S Report: Nancy Barnhart/Ginny Carey

Motions to accept the minutes of the December board meeting and the December General Membership Meeting (and holiday party) were approved.

REPORTS OF OFFICERS AND STANDING COMMITTEES:

CHAPTER ADVISOR -- Mary Apperson (not present)
No report.

PRESIDENT -- Shirley Devan

Shirley raised several items for the Board's consideration:

- (1) Alice Kopinitz has requested permission to sell quilt raffle tickets to benefit the local Herb Society at our membership meetings through May. The proceeds will support scholarships and community projects. The question was raised (Adrienne Frank) as to whether the Herb Society was on our "partners" list. Shirley noted that it was not currently but that it should be, and will be, with the submission of our Annual Report. Les Lawrence then noted that it seems a good idea to support the raffle. No objection was raised.
- (2) Patty Riddick has inquired as to whether any of the Board know of live collections in 2014, such as macroinvertebrate dipping. Patty Maloney has emailed her

information about such dippings at New Quarter Park, the 4-H dippings, and the Basic Training events.

- (3) At our last Board meeting, Janet Curtis raised the question of whether we should increase the number of Board members (currently five as stipulated in our Bylaws) needed to be present to declare a quorum. Shirley noted that we currently have 21 Board positions and have not had difficulties getting a quorum. Janet questioned whether since the number of Board positions has grown over the years, should not the quorum requirement also grow. Shirley noted that to do so would require a change to the Bylaws and the approval of the VMN coordinator. Discussion ensued, with most members voicing the opinion that it was not necessary to go through a prolonged process to change the Bylaws since there did not seem to be any problem with conducting Board/chapter business. Judy Jones checked the definition of “quorum” which was rather vague and just said it should be stipulated in an organization’s bylaws. The consensus of the group was that we could continue as currently defined and return to the discussion at a time when other Bylaws changes are being considered.

Next Shirley directed attention to the need to get our Nominating Committee activated to produce our slate of officers for 2015-2016. Shirley walked us through the process as defined by our Bylaws and then listed the Board members and Committee Chairs who have served their two year terms: Cheryl Jacobson (Treasurer), Lucy Manning (Continuing Education), Roger Gosden (Basic Training), Adrienne Frank and Gary Driscoll (Historians), Dean Shostak (Field Trips), Sherry Brubaker (Host), Janet Curtis (Member-at-Large), Tom Dougherty (Member-at-Large), Joanne Sheffield (Member-at-large), and Deb Woodward (Newsletter).

Nominating committee members were confirmed as Shirley, Deb Woodward, Linda Morse, Jennifer Trevino (nominated in absentia), and Roger Gosden. Sherry Brubaker noted that the possibility of a Field Trip Committee rather than position should be discussed. Adrienne asked, and Shirley confirmed, that it is allowable to have more than one person “doubling up” on a position (as with Historian and Secretary currently).

With ideas for the slate solicited from the floor, several Board members volunteered to be nominated for positions: Cheryl Jacobson for Historian, Deb Woodward for Treasurer, and maybe Sherry for a shared Field Trips position.

The Nominating Committee is charged with presenting a full slate, in writing, to the general membership at least 15 days prior to the annual meeting in March. Nominations for all vacant positions will be accepted “from the floor” prior to the election, by secret ballot, at the general membership meeting. If there is only one nominee, approval can be by voice vote. New directors assume their positions at the end of the meeting.

PAST PRESIDENT -- Patty Maloney

Patty noted that our next general conference will be one-day and regional, rather than state-wide. Our region involves eight chapters, with Historic Southside hosting. Patty is our liaison to the planning process, which is just getting underway.

VICE PRESIDENT for PROGRAMS -- Linda Morse

Linda announced that our January speaker for the general meeting is David Mellor from the state VMN office who will be talking about chapter collaboration. Since he is traveling from Charlottesville it would be accommodating to allow him to speak before the meeting, with possibility of considering this arrangement as a permanent in shift in our order of business at general meetings. There was discussion of the pros and cons of such a move considering possible effects on attendance, break protocol, raffle tickets sales, etc. Janet Curtis noted that general membership should be consulted before a permanent change is made. The consensus was to try this arrangement for this meeting and discuss a permanent change at another time.

TREASURER -- Cheryl Jacobson

Cheryl noted that she is now closing out the past year's budget (2014) and will have the 2015 budget ready for the new treasurer. Cheryl has emailed everyone who is responsible for a line item, so please contact her with any information or requests about line items. Currently the Nancy Norton scholarship fund is at \$2,093.08, Basic Training still has \$1461.64, and the general fund is at \$2,892.49. Deb will put information in the newsletter and ask folks to contact Cheryl about good ways to spend our general funds.

In response to questions, Cheryl explained that while it is possible to transfer general fund money to the Nancy Norton fund if needed, it is likely that with dues requests going out a significant amount of donating to the NN fund will occur and we can then make a decision about funding a third Nancy Norton scholarship. The scholarship committee is meeting in February and it would be helpful to have a sense of how many we can give. There was additional conversation about whether we need to continue to sell raffle tickets at meetings to generate revenue and there was a consensus that for the time being we can return to "free door prize" tickets instead. Basic training generates its own funding from the fees that new cohort members are charged.

BASIC TRAINING -- Roger Gosden

Roger welcomed the Cohort 9 members in attendance (H. Braxton Allport and Lou Amato). He noted that 24 members of this cohort started and it looks like all current members will meet their requirements for graduation. He reviewed the remaining training schedule and noted that our graduation speaker is already lined up. Fifteen people are already on the waiting list for Cohort 10 so if we are aware of anyone interested, please ask them to notify Roger by email.

MEMBERSHIP -- Mike Woodward (absent)

Shirley noted that Mike has done the heavy lifting with our annual report which is over 30 pages long and features our special projects to include the New Kent youth ed program, our osprey watch and bluebird monitoring projects, the butterfly and butterfly circle efforts, and the prothonotry nest project. Other major features of the report will be anecdotal evidence of our impact of our VMN-HRC chapter on the community, our revamped version of risk management, our two awards at the state conference, our Nancy Norton camp efforts, and our engaging field trips (not all chapters offer them!). The report is due, and will be submitted, by Jan. 9 and Shirley will send it out to members as a PDF.

CONTINUING EDUCATION -- Lucy Manning

Lucy gave an overview of upcoming events for the next month including the bird club winter sparrows speaker, the Dutch Gap bird club trip, the next VIMS lecture, and marsh sparrows excursions and events.

NEWSLETTER -- Deb Woodward

The deadline for the next newsletter is January 11! Send items to Deb...

HISTORIAN -- Adrienne Frank and Gary Driscole

Adrienne announced the scrapbook is being passed around; two new items have been added and Les offered to provide some CBF pictures.

PUBLICITY and OUTREACH -- Judy Jones

Judy noted that February 21 is the date for our next outreach effort, the James City County Expo, 9-12, at the Rec Center. Volunteers needed.

Related to our Toolbox, Felice will be out of town until the end of February so get anything you need.

The Horticultural Extravaganza will be March 21 and the Riddicks will help. This has generated lots of interest in our chapter in the past.

Next she asked if we should go ahead with Earth Day t-shirts for this year. We usually sell about 35 for \$10 each with funds going to the American Cancer Society. This year proceeds could go to the Nancy Norton Scholarship fund. This idea was approved by consensus.

Nature Camp and the scholarships have been widely publicized and to date, 43 applications have been sent by mail and 12 by email. January 23 is the deadline; get an application from Judy if you know someone who is interested. There are five HRC members on the nominating committee which will meet in February. Judy will request a Nancy Norton line item for administration of the application/scholarship process in the 2015 budget.

Next Judy gave a report on the Toolbox project. She updated us on the information regarding the \$200 donation from New Quarter Park for displayables, the first aid kits we discussed last month, the HRC table cloth, walkie-talkies, and other smaller odds and ends. The total cost is projected at \$675, plus a raise to \$500 from the \$250 line item currently in our budget. Some discussion ensued about reinstating raffle ticket sales if we need additional funds. Deb and Cheryl noted that we should discuss this as part of our overall budget process. Shirley recommended we approve the \$675 one time expenditure since we have money. After additional discussion of eliminating the walkie-talkies, Judy Jones moved the approval of \$575 for first aid kits, sundry supplies, and the table cloth. The motion was unanimously approved.

FIELD TRIPS -- Dean Shostak

Dean noted our next two field trips, fossils and recycling.

VOLUNTEER SERVICE PROJECTS -- Jan Lockwood

Jan had two items to report:

- (1) Dean Shostak is preparing a proposal to institute a Camera Trap Wildlife Survey at York River State Park. Protocols are being developed for volunteers to mount the cameras off trail, monitor and download the data to a dedicated laptop at the park, interpret and report data to YRSP, the park's wildlife mapping project, and potentially, the public. The goal is to increase knowledge about park wildlife that is shy, stealthy, or nocturnal. After 12 months the project will be evaluated to determine whether it should be continued at YRSP and/or expanded to other partner parks. This Citizen Science project has been approved as C1d in the HRC-VMS.
- (2) VMN has selected Sibyl Rose as one of five Urban and Community Forestry Champions within Virginia. \$200 funding has been allocated to each Champion's project. VMN is developing an Urban and Developed Systems curriculum, which includes identifying specific practices to mitigate land use changes associated with urbanization that have affected soils, hydrology, water quality, flora, fauna, habitat fragmentation, etc. Sibyl's project supports this--she is planning to institute a native planting for RPA enhancement and habitat diversity at a site such as a park or a reservoir in our area. This Stewardship project is state approved as S3h in the HRC-VMS.

HOST -- Sherry Brubaker

Announced Les and Dean are responsible for snacks at the General meeting and that she is exploring HRC breakfasts at the Blue Talon in the upcoming weeks.

MEMBERS AT LARGE

Joanne Sheffield made two announcements about upcoming programs for Master Gardeners and the Botanical Gardens pruning program.

Under additional business, Shirley reminded us that our February meeting will be primarily devoted to risk management training for the Board and that only key, time sensitive other business items will be discussed. Meeting adjourned at 8:35