

**North Texas Chapter of the Texas Master Naturalist Program Board Meeting
Monday, November 3, 2025 at 6:30 p.m.
Via Zoom**

Board Members Present

Kenneth Saintonge - State Rep.	Susan Sattell - Vice President
Alan Lusk - Co-Treasurer	Ashley Steel - Community Ed. Director
Shelby Smith – Youth Development Dir.	Erin Mollet – Co-Training Class Dir.
Sam Kieschnick – TPWD Advisor	Cale Chapman – Secretary
Kelly Martin - Membership Director	Tim Gibson - Communications Dir.
Matthew Orwatt – AgriLife Advisor	Charlie Marshall - Training Class Dir.
Malette Reed – Co-Treasurer	Rebecca Posten - President
Bruce Stewart - Immediate Past President	Ginger Greatens - DE&I Director
Carrie Robinson – Volunteer Projects Dir.	Sam Kieschnick – TPWD Advisor

Board Members Absent

Chris Torres – Training Class Rep.

Guests Present: None.

The meeting was called to order at 6:33 pm by President Rebecca Posten. A quorum was present.

Approval of September 29, 2025 Board Meeting Minutes*

Minutes of the September 29, 2025 Board Meeting, which were distributed to the Board in advance of the meeting were approved.

Acknowledgement and Referral for Audit of the January 1, 2025 – October 31, 2025 Financial Books*

The Statement of Financial Position and Statement of Activity Detail for the period January 1, 2025 – October 31, 2025, which were made available to the Board in advance of the meeting, were approved.

Noting COH critical dates:

Susan reviewed items for November. Proposed meeting dates were provided for approval so that those dates could be requested to REI.

Consent Agenda*

A motion was made and seconded to approve the items on the Consent Agenda. Motion carried.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

Rebecca moved to approve the consent agenda. The motion passed.

BOARD MEMBER UPDATES AND ACTIONS

Secretary: Cale Chapman

None.

Co-Treasurers: Alan Lusk and Malette Reed

Malette reviewed the budget draft with the board, reviewing each line item. She pointed out the changes in budgeted income and expense items from 2025 and explained the reasoning behind the changes. She also asked some board members for their input in certain areas. The following items were updated per the board's discussion:

- Removed the income line item Award Banquet Guests \$300 since we do not plan on charging for guests to attend the potluck socials
- Removed the \$200 in Awards & Milestones expenses
- Increased Honorariums - Chapter Meetings expenses to \$500, up from \$300
- Zeroed out the \$250 in budgeted expenses for The Agrilife Partnership 4-J Entomology Contest per Matt Orwat
- Reduced Chapter Office Supplies to \$150 from \$200

- Zeroed out the \$300 in Historian Committee expenses
- Reduced the State Conference Sponsorship donation to \$500 from \$1,500
- Zeroed out the \$135 for the LATER social media scheduling subscription, per Tim Gibson. Tim said he would let Dorothy Buechel know not to renew this subscription.
- Zeroed out the \$300 earmarked for MailChimp subscription as per Tim. NTMN is grandfathered into a free account.
- Under Board Approved Grants, Alan Lusk said we should transfer the \$691 in Dogwood restricted funds back into the regular checking account
- Ginger Greatens said we could remove the \$300 budget for Campo Santos as the cemetery is not accessible due to ongoing construction.
- Erin Mollett and Charlie Marshall said the 2026 training class budget should be updated to reflect a class size of 65 trainees

Malette then discussed the 2026 grant requests from 16 NTMN project leaders. As there was much discussion on this issue, Malette asked for volunteers to serve on a committee to review the project grant requests. Ashley Steel, Carrie Robinson, Emily Black, Susan Sattell and Rebecca Posten volunteered to serve on this committee.

- 2026 Annual dues invoices will be generated in mid-November and payment will be due December 31

Last month there was a discussion about ramping up fundraising via soliciting donations from members since we have been spending more than we have been gaining. The board discussed the possibility of soliciting donations at the time that the chapter solicits dues. Membership dues have not been increased since 2022. In the near term, the chapter currently has an account with Paypal. The board discussed creating a link through Paypal for donations, and the possibility of creating a QR code for display at chapter gatherings or in newsletters. Alan added that Paypal does have a charitable giving function with no fees.

Some line items in the budget were deleted.

Volunteer Projects Director: Carrie Robinson

Carrie provided overviews of three new projects: Bachman Lake Greenbelt, Project Nestwatch and Oakland Cemetery Prairie. She also shared that the scope of the DFW Wildlife Coalition is being revised.

Membership Director: Kelly Martin

Kelly suggested that an annual google form be sent out for chapter members to provide contact information.

Training Class Directors: Charlie Marshall and Erin Mollet

Invoices for tuition will be due December 8. Kelly will set up parks and wildlife info for the new class members. An onboarding survey google form will be sent out to the class at a later date. The speaker for the snakes portion of the class asked not to do it and suggested Caleb Hinojos take his place for that session.

Communications Director: Tim Gibson

Emily Black will accept a nomination for co-communications director.

Youth Development Director: Shelby Smith

None.

Community Education Director: Ashley Steel

None.

DE&I Director: Ginger Greatens

Ginger shared that Val Reiss has been nominated for DEI director for 2026. She and Val have been in transition over the last couple months. Ginger shared potential plans for advanced training specific to DEI. This training would be provided to chapter members.

State Representative: Kenneth Saintonge

None.

Past President: Bruce Stewart

There will be a co-presidency for the term starting in 2026. Mary Pearl and Michelle Haggerdy will be notified. The bylaws will be consulted. Brenda Catlett will assume the vice presidency for the remainder of Susan's term. The co-communications director position is also new. Bruce shared the slate of proposed nominees for vacant positions.

Training Class Representative: Chris Torres

Absent.

Vice President: Susan Sattell

Susan reported that the Programs Committee has almost completed its 2026 speaker schedule. Dates for 2026 board meetings were submitted; final dates will be posted in

the December board meeting file. Room assignments for training and chapter meetings are complete. We'll receive confirmation from Dallas College after we're able to purchase 2026 insurance (quote will be presented for approval at the December board meeting.) Susan recommended developing a fundraising program to cover the budget shortfall, with an end-of-year campaign in 2025 that would act as a test for 2026 fundraising

President: Rebecca Posten

No update, just gratitude.

ADVISORS INFORMATIONAL REPORTS

- a. Texas Parks and Wildlife: Sam Kieschnick – Sam reported a good turnout at the state conference, which will be held in Waco next year.
- b. Texas AgriLife Extension: Matthew Orwat – Matt received a request for a birding program guest or speaker. Ashley will have a presentation put together for the request. Matt also reported that Julie Fineman is interested in expanding the Constellation of Living Memorials project and that there will be a CLM symposium on 12/2.

As there was no further business to come before the Board, it was **moved and seconded that the meeting be adjourned at 8:50 pm. The motion carried.**

Respectfully submitted,

Cale Chapman
Secretary