

**North Texas Chapter of the Texas Master Naturalist Program Board Meeting
Monday, September 29, 2025 at 6:30 p.m.
In person at REI, 5929 E. Northwest Highway**

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.
Bruce Stewart - Immediate Past	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	

Board Members Absent

Chris Torres – Training Class Rep.	Sam Kieschnick – TPWD Advisor
Carrie Robinson – Volunteer Projects Dir.	Ginger Greatens - DE&I Director

Guests Present: Julie Fineman

The meeting was called to order at 6:34 pm by President Rebecca Posten. A quorum was present.

Julie Fineman’s Presentation

Julie provided the board with physical copies of Constellation of Living Memorials’ two-year funds disbursement plans. This plan outlined how Constellation of Living Memorials funds will be allocated in partnership with the Native Plant Society, Texas Master Naturalists, and Texas Master Gardeners. The first year launches with pilot sites and scholarships while year two will expand to all eleven Texas eco-regions. Julie created a template about what the deliverables are for each group that wishes to be a recipient of some of the funds. These need to be filled out and submitted to Constellation of Living Memorials. During the first year, up to \$500 may be donated

through reimbursement per cemetery in 2025, and there are 5 cemeteries. This means that that our chapter may received up to \$2,500. For 2026, this will cover 11 cemeteries. This money will cover relevant chapter activities, including restoration and maintenance at these cemeteries. Eligible expenses include native seeds and plants, non-motorized garden tools, and educational signage. NTMN will be retroactively reimbursed for these expenses. Funds allocated to a chapter are limited to that chapter's cemetery project.

Approval of August 25, 2025 Board Meeting Minutes*

Minutes of the August 25, 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 – September 29, 2025 Financial Books*

The Statement of Financial Position and Statement of Activity Detail for the period January 1, 2024 – September 29, 2025, which were made available to the Board in advance of the meeting, were approved.

Noting COH critical dates:

Susan reviewed items for October.

Consent Agenda*

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

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

BOARD MEMBER UPDATES AND ACTIONS

Secretary: Cale Chapman

None. Recent technical issues with Dropbox have delayed uploads, but have since been solved.

Co-Treasurers: Alan Lusk and Malette Reed

- Review draft of FY2026 budget:

Malette passed out physical copies of the proposed 2025 operating budget. She reported that the process of budgeting for 2026 has begun. Four projects have submitted funding requests so far. The chapter spent more than it brought in this year. The budget allocation of \$300 for events should be included, for purchase of supplies. The chapter had money allocated for archivist/historian. We may need to review and talk again in November about the budget. Malette requests our proposed numbers by October 25.

- Discussion of CD savings option

Malette reported that much of our money is in a money market account, which does not yield much. She proposed putting money into a four-month CD for a higher return. Malette moved for NTMN to roll \$30,000 into a four-month CD at the prevailing rate effective October 1. The motion passed.

Volunteer Projects Director: Carrie Robinson

Absent.

Membership Director: Kelly Martin

- NTMN membership roster

Kelly uploaded a roster of members who have paid dues into Dropbox. Some people have not completed training but have been paying dues for years. There is a need to update member contact information. Tim offered to send a google form out to solicit this information. Three people have volunteered enough to reach the 250 hour milestone. Two people reached 500 hours.

Training Class Directors: Charlie Marshall and Erin Mollet

An email request for participation in the selection committee for the next training class was recently sent out. Twelve responses were received, and three more responses were pending. Applications are due October 14 and selection will take place in November. Charlie reported that new textbooks will be picked up by Rebecca at A&M. Instead of quizzes every week, trainees will share insights from chapters read.

Communications Director: Tim Gibson

Tim raised the chapter's website limitations and discussed the idea of increasing the budget for a better website. He may explore other chapter websites and ask around about what platforms they use with what budgets.

Youth Development Director: Shelby Smith

The Young Naturalists program is beginning in one elementary school and at Cedar Ridge Preserve. A Nature Club has also been started at Sanger Elementary in conjunction with Warren Ferris Cemetery and Constellation of Living Memorials.

Community Education Director: Ashley Steel

Ashley is starting to get requests for outreach and speakers.

DE&I Director: Ginger Greatens

Absent.

State Representative: Kenneth Saintonge

Kenneth is working to get members of the Elm Fork chapter to fill spaces for the state fair so that TMN can be represented.

Past President: Bruce Stewart

A survey soliciting interest in serving in board and committee positions was recently sent out to chapter members, and fifty-five participants responded. Rebecca raised the idea of creating a position for a co-communications director. The online survey will be reopened for a few more weeks.

Training Class Representative: Chris Torres

Absent. Erin reported that Ken Roberts will start as the training class representative at the start of the year.

Vice President: Susan Sattell

- Update on Programs Committee 2026

In progress. The chapter received good ideas from recent surveys. There will be a report next month.

- Update on Member Relations Working Group (proposal in Dropbox)

At the last board meeting the board discussed creating a system for addressing chapter questions and concerns. A subcommittee was formed to discuss options. The board agreed to forming a Member Relations position and launching a Help Desk in 2026 –a clearing house for member inquiries. Rebecca Posten offered to make Member Relations a past-president position, answering questions but also passing along inquiries or concerns to the appropriate board representatives.

Susan announced that she will be stepping down from the board at the end of the year.

President: Rebecca Posten

No update.

ADVISORS INFORMATIONAL REPORTS

- a. Texas Parks and Wildlife: Sam Kieschnick – Absent.
- b. Texas AgriLife Extension: Matthew Orwat – Matt reported on staffing the state fair and expressed gratitude.

As there was no further business to come before the Board, it was **moved and seconded that the meeting be adjourned at 8:35 pm. The motion carried.**

Respectfully submitted,

Cale Chapman
Secretary