

Virginia Master Naturalists (VMN) Roanoke Chapter
Quarterly Meeting
Sunday November 7, 2010
Girl Scout Headquarters

Attendance: Beth Hawse, Laurie Spangler, Fred Cramer, Sharon Vest, Ann Stinnett, Lynda Calkins, James Clark, Jim Bush, Pat Taylor, Scott Spangler, Dennis Woodson, Denny McCarthy

Meeting was called to order at 3:00 PM.

Chapter Charter

Details were discussed for the processing of our chapter's chartering. Final paper work has been submitted and is on file. Chapter officers were elected at the Douthat State Park meeting this summer and the chapter bylaws were approved by members at that meeting. The Roanoke Chapter's charter has been received and is awaiting the President's signature. Ann and Lynda will see that the Charter is framed for the chapter.

Chapter Representatives attended a chapter coordinators meeting training this season.

Volunteer Management

Denny McCarthy, Chapter Advisor, confirmed that volunteer forms are on file with him and will remain so in the coming year. Proposed volunteer projects are also on file with Denny McCarthy.

Our Chapter has been selected for a pilot online VMN Volunteer Management System. Instructions for volunteers using the VMN Volunteer Management System were handed out. These had been emailed to members previously. Beth said to "play" with the system now to get comfortable with it, as in 2011 we will need to use the system to log our volunteer hours.

Instructions for administrators (officers) using the VMN Volunteer Management System were also handed out to the officers.

Volunteer Project Proposals

Need to have a proposal written for setting up a booth at special events to promote the Virginia Master Naturalists program.

Other project proposals are on file with Denny McCarthy and will be posted on our chapter website (<http://sites.google.com/site/roanokenaturalists/home>) which was created by member, Robert Miller.

We plan on adding volunteer projects from our sponsoring agencies (VA Dept of Forestry, VA Dept of Game and Inland Fisheries, VA Museum of Natural History, VA Dept of Conservation and Recreation and the VA Cooperative Extension).

Subcommittees

If we are to offer another Master Naturalist Training program for our area, we need to create committees to that end. It was moved by Lynda Calkins and seconded by Jim Bush to offer a Master Naturalist Training class in 2011 and to develop a curriculum. All in attendance voted in favor.

A Curriculum Committee will be established and the following volunteered to participate on this committee: Dennis Woodson, James Clark, Beth Hawse, Lynda Calkins, and Ann Stinnett. They will choose someone to chair this committee at a later meeting. Other chapter members are invited to participate on this committee.

It was moved by Ann Stinnett and seconded by Lynda Calkins, to form a Membership/Marketing committee to promote our future class and other activities. All in attendance voted in favor of this committee.

It was moved by Lynda Calkins and seconded by Sharon Vest to have an Advanced Training/Project committee. All members voted in favor.

Laurie Spangler, Secretary will email the list of committees and request volunteers to participate on these committees.

The Executive Committee met after the membership meeting. The executive committee consists of officers Beth Hawse (President), Lynda Calkins (Vice President), Ann Stinnett (Treasurer), Sharon Vest (Historian) and Laurie Spangler (Secretary).

Meetings

Denny McCarthy suggested the chapter membership meet quarterly in January, April, July (picnic) and October. We decided the 3rd Sunday afternoon of each month would be a good date. Ann Stinnett moved that we have an Executive Committee meeting followed by a 3:00 PM membership meeting. Laurie Spangler seconded. All present voted in favor of the times.

Location of meetings was discussed. Beth Hawse will see if we can use the Girl Scouts Headquarters for the January meeting.

Treasurer's Report

Lynda Calkins has transferred the treasurer's duties and accounts to current Treasurer, Ann Stinnett. Ann reported a current balance of \$ 936.86 in the fund.

We discussed ideas for gifts for our future classroom speakers (bat and bird houses, tablets, t-shirts, etc). Other marketing ideas were discussed.

Denny McCarthy mentioned that we needed to pay for the tree identification books provided for last years training program. Linda Calkins moved we pay for the books, and Sharon Vest seconded. All present were in favor.

Beth Hawse motioned that we purchase a self-inking stamp for our administrative activities and Jim Bush seconded. All membership attending were in favor. Ann Stinnett will purchase the stamp. Ann will also see if we can get a bank debit card for organizational purchases.

It was moved by Beth Hawse to adjourn the meeting and seconded by Ann Stinnett.

Minutes recorded and submitted by

Laurie Spangler,
Roanoke VMN Chapter Secretary