

TO: WV Master Naturalist Coordinators' Group  
FROM: Elaine George

SUBJECT: WV State Master Naturalist Coordinators Conference Call, 8/17/10

WV Master Naturalist Coordinators Group:

Andy Dalton, Canaan Valley	Ellen Murphy, Potomac Valley
Penny Miller, Ohio County	Jim Van Gundy, Davis and Elkins College (retired)
Dave McGill, WVU	Ellen Hrabovsky, Monongalia County
Jim Fregonaro, DNR	Jim Wagdy, Kanawha County
Melissa Brodsky, Marion County	Elaine George (recorder), Canaan Valley

The purpose of the teleconference was to review JVG's summary on an WVMN SAC:

Membership

Agreed: 2-3 at-large members which would be Master Naturalists.

Questions to be resolved: Oglebay's membership as a partner. Canaan Valley National Wildlife Refuge as a partner.

Leadership

Agreed: The WVMN SAC should elect a chair from among its membership. The chair would serve for a two year term with two consecutive terms being the maximum.

Agreed: There will be a vice-chair and a secretary/recorder. There is not a need for a treasure.

Agreed: Jim Van Gundy will act as chair until the SAC elects their officers .

Meetings

Agreed: there will be teleconferences quarterly plus one face-to-face meeting at the annual WVMN meeting

Responsibilities

- Maintenance of records
- Identifying and certifying instructors
- Facilitating start-up of new MN chapters
- Chartering of chapters
- Content of the training manual
- Enforcement of By-Laws and Regulations
- Oversight of expenditures that affect WVMN as a whole
- (DNR's) MN website – this might be overseen by a separate committee
- Setting standards for chapter websites and blogs
- Establishment and maintenance of recertification process
- Periodic curriculum review and revision, if necessary

Action:

ALL – There will be an organizational meeting of the SAC on Monday, September 20 at 10a in Elkins. JVG will notify all of the location.