

Master Naturalist/DNR Advisor Board Meeting

November 13, 2018

Stonewall Jackson Lake Army Corps of Engineers Office

Minutes

Attending: Kieran O'Malley, Scott Warner, Jim Fregonara, Ellen Hrabovsky, Andrea Dalton, Tommy Zeitz, Ann Wakeford, Clark Dixon, Paul Breitenbach, Carol Nix, Rebecca Linger, Denise Gwinn, Steve Swank, Gayle Swank, Keith Richardson, Emily Grafton, Gregory Phillips, Mack Frantz, Sue Olcott, John Bocan.

Scott calls the meeting to order: 10:06 am. Opening remarks were made; informal meeting, questions and interruptions are welcome. We will adjourn at 3:00 or earlier.

Andy Dalton: Welcoming remarks. New president of the MNSAC. Her job is to help the chapters and help grow the organizations. Feel free to share ideas and how we can make the program better. Now that we're established as a business, we are able to really grow.

Scott: We meet two times a year and set up action items. Explains agenda. Will address the action items from previous meetings. Have two guest presenters to show where MNs can become engaged.

Approval of Minutes: Clark moves to approve without changes. Tommy seconded. Minutes approved.

Treasurer's Report: As of 4/14/2018 our balance was \$7,554.68. Conference expenses were 12,451.32. Receipts for the conference were \$11,306.00, so we had a shortfall of \$1,145.32. Refunds accounted for \$485 of this shortfall. Current balance is \$6,009.73. All our issued checks were cashed. If we continue the past practice of issuing refunds, we should probably budget for that in our conference planning. Respectfully submitted by Carol Nix.

Webmaster Report: Annual fee from Yahoo, \$131.28.

Digital Manual Report: Nothing new to report. No complaints. Hasn't heard any issues.

KO: The appendices are listed in the TOC but there are not appendices.

Ellen: Need a way for our current digital manual holders to update their manual. Need to set up a system where this can be facilitated.

Andy: something for the appendices would be the course descriptions. If we decide to use them.

Annual Report Form (Scott): We have been talking about developing an Annual Report form; everyone has been creating their own. Scott will create one and have Andy approve it and send it out within the next month. We receive grant money to assist the program and need to report back to the state about our activities. Our grants are calendar year and the final report is due in March. When asked, chapter coordinators need to fill the report and return it within 30 to 40 days. Need the report to contain useful information for the final state report. Ellen pointed out that we do have a report form, but it needs to be

tweaked to include the important information for the report. Need to show volunteer hours and accomplishments.

Business Report (Andy): Goals from the current term: Become more involved with the State Parks. Some chapters are desperate for a list of instructors. Would like to see that more information is submitted to the Webmaster so that the webpage becomes an information source of communication between chapters. Chapters should include the interesting activities they are doing as well. Talked to Sue Flowers, President of the Friends group; has "May has Mussels" activity. Second goal: we have a lot of new coordinators and we need better communication to ensure that we're all engaged with the same standards. Finally, we had questions about fundraising. Need to establish a fundraising policy. Clark shared that at our last conference we had a photographer, but he did not post his photos for us. He is a professional photographer and has the photos on his site for sale. He was not contracted to sell these photos, but should have donated them to us for the program's use. Clark will contact him to load the photos onto a site where we can access them. It was pointed out that since there was no contract between the photographer and the WVMN, the photos are his property and we cannot ask him to release them to us gratis. Scott pointed out that we need to be careful that we do not task the chapter with so much during the conference that we are not overburdening the hosting chapter. We may find that we have people who would try to profit off the conference. The monies profited needs to stay with the WVMNSAC. We need to create a waiver so that any photos taken are available to the WVMN. If there is a presenter that wants to sell a book on the side, we need to discuss how that money will be distributed. A vendor fee, perhaps. Ellen pointed out that we are an incorporated business and this needs to be used.

Chapter Updates

Tommy Zeitz, Tygart Valley: Last class is this Saturday with a Pizza Party! All are welcome! At the meeting with 50 attendees, he got 8 or 9 new members, while Andy got 4. Seems there are some enthusiastic folks. Has the experience of folks signing up and disappearing.

Emily Grafton, Mid-Ohio Valley: Eight new members. Paper did a spread on the program; made brochures to leave at various venues. Averaging about eight members per class. Just trying to get the classes set up. Getting speakers from Marietta College. Working with fellow to do a Mushrooms class and has been working with a new chapter in her area. Member is setting up a webpage.

Keith Richardson, New River Gorge: Spring Kick-off helps to get the chapter going each year. Has about 37 members. Working with private Montessori school to do community projects that would work with K-12 students. Working at the New River Education Center with members doing education. Signed an agreement with the National Park service as a partnership should increase exposure. Have scheduled a day with the Bechtel Summit; Hunter Education program. Will be working with them as a class for the members. Emily Grafton members have been working in the Refuge and needs to talk about establishing a partnership with the Park Service. Will be doing a press release about partnership. Steve and Gayle Swank introduced themselves. Steve is doing the majority of the conference activity.

Ellen Hrabovsky, Monongahela: Last class was Orienteering. Had a pot luck to celebrate. Classes will start up again in March. Holds a winter book club and have picked the four books. Once a month meeting from December to March. Have 10-12 attendees. Books with nature topics. Have 15-20 people every session. Volunteer hours are not group based, but many members are volunteering with the Botanic Garden, Avian Conservation Center, programs at schools, etc. Gets emails from the arboretum and the land trust for volunteers and the chapter tends to be a resource for nature volunteers. This has been the case for years. The newspaper and word of mouth is the main advertising. Public service announcements. The program is very strong. Ellen regularly travels to teach at other chapters.

Mack Frantz, new zoologist out of the Elkins DNR.

Kieran O'Malley: DNR will be working with the conference folks to get it all in order.

John Bocan, webmaster for the Monarch Program

Gregory Phillips: Administrative coordinator for WVMN.

Jim Fregonara: Liaison between the chapters and the DNR.

Becky Linger, Kanawha Valley: 34 new members this year. Approximately 60 members are active throughout the chapter. Volunteer work with Kanawha State Forest, Forks of Coal, Ward Hollow. Outreach to Girl Scouts, Boy Scouts and local schools. Chapter is the go-to for naturalist volunteers. Working closely with Art Shomo of the DNR in South Charleston to help with requests he gets for education.

Clark Dixon, Potomac Valley: and Vice President of WVMNSAC. Concluded the 12th cohort. Had a fall gathering that was well attended. Did a project to build Mason bee houses. Have the annual meeting in January. Working with Cacapon State Park with their new naturalist: Valerie Chaney, who has a number of programs to hold at the SP. Will provide Master Naturalists to help .

Paul Breitenbach, co-designee of Potomac Valley. Has been keeping the records. Now have 64 members certified and active. Started with 24 members, now have 16 new graduates who have completed their program. 8 certified from previous classes. Initiative to get lapsed members to return to the program. Recertifying these members by following the recertification process. Had an owl banding program recently. Sometimes they had no owls, sometimes up to six in an evening.

Scott Warner, DNR: IN the process of filling two positions: endangered species specialist. Focusing effort on pollinator work. One of the main items of two or three they have been working on this. Sue Olcott will be presenting on pollinators. Will be opportunities for chapters to be involved. Workshop last week drew over 100 at Jackson's Mill. Folks who owned or managed property met for the Habitat Workshop. Working with National Wild Turkey Federation. Outreach in January. Hiring outreach person to enroll private landowners to work on Ceruleans and Golden Wing. Greenbrier Valley area needs outreach efforts and assistance with an open house to reach land owners in that area. Also working with folks on a pollinator outreach. Toyota of Buffalo has an 88 acre preserve to set up as pollinator habitat. Will be open to the general public. Needs community groups to help set up the land. Removing invasives,

building bird boxes, etc. Also need to set up a statewide action plan. Conservation Focus Areas. Activities in the eastern panhandle. Have 19 sites to work on over the next few years. Finally, thanks to the group for their work, but please file your annual report with him so that we can justify the federal funding. There are opportunities where the DNR can advertise your local activities. Send the information to the DNR and they could work with an outside writer to put articles in the West Virginia Outdoor magazine. Challenges the chapters to reach out to the DNR and let them know how they can help our chapters. Instructors, or area to work on. Have the magazine, Facebook and even a TV show on which the program can be highlighted. The previous issues that we've experienced is simply because we've been growing. It appears that we have renewed energy and the guidance of the folks in this room helps to keep the enthusiasm about the program going. If there are specialists in your chapter who would like to do more, send an email with their topics and the DNR can work with them.

Anne Wakeford, DNR: Coordination Biologist. Teaches the Fishes class.

Andy Dalton, Canaan Valley: Have found that we usually have 50% of members who do complete the coursework and about 50% of that are active. So, about 25% of the members remain active. Working with the State Parks and are having trouble getting folks to come and do programs. Low turnout for cohorts; have been charging dues to motivate folks to take more classes.

Conference Discussion

Scott: We're in a good position to discuss the conference at this meeting. Commends the New River chapter that we can discuss this at this meeting.

Keith Richardson: Emphatically agreed to host the conference, but personal issues prevented him from engaging. Thanks to Steve and Gayle Swank for stepping up to plan the conference.

Andy: Conference proposal is simply a draft. What have we missed or what doesn't look right.

Steve Swank: The idea for the conference theme came from Doug Wood. He and his reenactor friends created a village where they demonstrated many native skills and crafts. The plan is that he will recreate this on Friday. He is writing a grant with the Humanities Council to fund this. Ellen: What is the expense? Steve: we don't know. Was thinking that the cost would be \$2,000. The camp is a mile and a half from the lodge.

The draft schedule was gone over. The use of the words "Pow Wow" was called into question, being a negative connotation and having religious overtones. Suggestion that the word Rendezvous be used instead.

(Draft Schedule attached to these minutes as Appendix A)

Carol Nix, question about outfitter: Ace Whitewater: do they have contingency plan? The only reason that a river rafter cancels is high water.

River rafting will stop to point out historical places.

Andy Dalton: Brush Creek program and tour of the park and Nature Center. Emily Grafton: Nature center may be undergoing refurbishment during the conference. Will check this out.

Pipestem Naturalist: Julie McQuade.

Keynote speaker, Adam Haritan: Mushroom expert with vast YouTube video collection.

Doug Wood as speaker after dinner. Group agreed that Doug should speak about Old Growth Forests. But, it seems that we're trying to put too much into a short period of time, with the Moth and Astronomy programs scheduled after. May need to push the time for these programs back a little, especially since it doesn't get dark until about 9 pm at that time of year.

Evening programs will be on the registration so that we have a count.

Steve: How soon can registration be posted? Andy: when contract forms are back from all instructors it can be posted. Ellen: In the past, once the program is finalized we set it up in a format that works for the webpage and send it to KO at the DNR to allow his web person set it up. Denise places it on the mnofwv.org so folks can see it and make a plan for what they want to attend. Once the registration is set up by the DNR, the link can be posted. March 22nd is the cutoff of the contract with Pipestem. If we don't have enough participants we can cancel the contract. Steve Gibson, the DNR webmaster, needs about a month to set up the registration. Andy: also, we will know in February whether Doug Wood received funding from the Humanities Council.

The need to get the registration out early is to allow the conference to be opened up to other state nature-based organization, including other state Master Naturalist programs. Early registration is open only to WVMN members, but then it would be opened up to the other groups. Need to get it on the webpage early and let WVMN members know that if they wait, they might not be able to register. Registration is currently planned to be \$110. Would we want to increase the fee for non-Master Naturalist members. Conference would cost about \$10,000. Ellen: reasonable to discount to WVMN members and have a late registration fee. Clark: need to be careful of how much of hike in price. Carol: the figures of the cost for the conference did not break out the extra fees that people paid for activities but were included in the total cost of the conference. We will ask folks to cover their own activities this year.

Denise: When opening it up to the public, they may not want to attend all of the classes. Scott: one cost is appropriate and not to do ala carte at the conference. We need to have the chapters let their members know why the cost has increased. Carol: suggest the fee set at \$100. Steve: it is going to cost us \$104 per person.

Motion to hold fee for members at \$110. Moved and seconded and approved.

Registration to be published: March 1, with late registration starting on April 15th. Registration would increase to \$125. Ellen so moved, Tommy seconded. Voted and approved.

Opening the registration to non-members on April 15. Becky moved, Tommy seconded. Voted and approved.

Charge for non-members to be \$125: Steve moved, Andy seconded. 7 ayes, 2 nays. Motion passes.

RESOLVED: Conference registration will open on March 1 for members with a fee of \$110. Late registration and registration for non-members will begin on April 15th with the fee of \$125 for members and non-members.

Scott: program needs to be finalized before January 1. Discussion on this deadline was tabled.

Andy: Cancellation issue, no deadline was published last year. Suggestion that cancellation be approved up to 2 weeks before. Suggested 30 day prior. Ellen moved to have the cancellation point be 30 days prior. Becky seconded. 5 ayes, 4 nays. Passed.

RESOLVED: Cancellation deadline will be 30 days prior to the conference start. There will be stipulation for illness. All of the verbiage will be placed on the registration.

Andy: Using PayPal to on the bank account. Moved and seconded. Approved. Andy will work with Carol Nix to get this set up.

RESOLVED: Andy will work with Carol to establish a PayPal account for the WV Master Naturalists, Inc. to be used to receive registration fees for our conferences.

Steve: Purchase of amplifiers that hook on your belt (Shidu Amplifier \$57. from Amazon). Moved and seconded, voted and approved to purchase one to verify that it works.

Steve: If it works well, move to purchase two more, seconded. Voted and approved.

RESOLVED: Will purchase Shidu Amplifier for \$57 from Amazon. If it works well, we will purchase two more.

RESOLVED: Changes to registration: Can use PayPal to register. Money can go directly to the Master Naturalist bank account. This allows DNR to step away from handling our money. If anyone cannot use PayPal, they can send a check to Andy Dalton.

Scott: Conference registration wording will be sent out to the WVMNSAC for approval. Please be sure to proofread and make comments as needed.

Steve: Vendors for the conference. Is this an issue? Ellen: attended WV Master Gardeners conference had vendors. Scott: when you start to open up to vendors, you will need to open to all vendors and have a review system. If you are approached by a vendor that duplicates, you may want to charge a vendor fee. Steve: this vendor will not come if we charge a fee. Keith: you need a vetting system for vendors.

Speakers and instructors are welcome to sell books at the conference.

Invasive Plant Survey and Work Crews (Andy): Master Naturalist work crews to help remove invasive species from the state parks. Thought that this would be occurring in late spring or after the leaf fall in the Fall. Group of 6 to 8 MNs to do work, including surveying the invasives. Also could help plant pollinator gardens or other special projects the state park would have in mind. Canaan Valley chapter did invasive survey of Blackwater Falls. Japanese stiltgrass was a major issue in some areas. The timing of mowing stiltgrass is an issue to try to eliminate the production of its seeds. Master Naturalists could do surveys but probably not be a part of removal.

Emily Grafton: worked at Camp Dawson to survey and found that early detection is the key and rapid response to remove. North Bend has Old Growth section. Japanese barberry is invading and the park needs volunteer to help remove it. Would also want to set up a Pollinator Garden outside the dining room. Thinks we could schedule three or four of these a year. Need to determine what parks would be interested.

Andy: Might want to target one park in the spring, perhaps North Bend. Would want to commit during the week with eight hours of work a day for two days. Park would put us up in their cabins or lodge. Would like to send out an application to the parks for requests for our services.

Becky: Suggests we survey our membership to see if there is any interest in this type of volunteer work before we reach out to the parks.

Andy: Requests that we mention this to our membership to gauge their interest and then Andy can talk to the North Bend folks.

Scott: we will need to let State Parks know as soon as possible to reserve cabins for this project.

List of instructors who are willing to travel (Andy). Some chapters are having an issue getting instructors. Need to have a list that we can give to the chapters to help them find instructors. Andy has made a list of instructors that the chapter coordinators can look at to give her contact information on the instructors. Needs to know if the instructor is willing to travel, what would be the requested honorarium, would they need housing?

Bylaws (Andy): Would like to create a Bylaws task force with Clark in charge. The bylaws say nothing about regular audits. The treasurer was not included on the SAC committee.

Brochure (Scott): We need to update the brochure. WVU Extension has offered to help with the printing of the new brochure but we need a graphic artist to make a new brochure. Scott is willing to work with this person to redesign the brochure the move into signs. Artist would work for free on this project. Would be counted as volunteer hours.

Location of the 2020 Master Naturalist Conference (Clark): NCTC in Jefferson County. Scott: would like to go through all of the state parks that can accommodate. Would be nice to go into the northern part of the state, but there's no state parks up there. Canaan Valley in 2020? Canaan State Park: 4 votes for. Blackwater State Park: 3 votes.

Monarch Butterfly Initiative: Sue Olcott gave presentation on the Monarch project. Data from Monarchwatch.org was presented. Conservation efforts work with the Mountain State Monarch and Pollinators Program. Facebook: Mountain State Monarchs. More information can be found at: www.wvmonarch.org

Firefly Study: Mack Frantz gave a presentation on this study. Firefly Watch Citizen Science Project through Mass Audubon. In West Virginia, "Light Up West Virginia" where citizen scientists can post their observations. Website should be available in late winter, 2019. Look up synchronous fireflies on YouTube to see how the fireflies can synchronize their flashing. May set up a program through iNaturalist. If you are interested, email mack.w.frantz@wv.gov

Action Items for April Meeting (Scott):

1. Continue to work on conference.
2. Need to make sure an announcement is put out at the beginning of the year. Registration needs to be finalized in February for March 1 launch.
3. Two presentations on these projects are great opportunities for our members.
4. Outreach to State Parks for Work Parties, need to establish a game plan by the first of the year to ensure that there's lodging for the members in the parties.
5. DNR wants to help the chapters to succeed. Could host a half-day program at the district offices to host training.
6. Bylaws Updates. It was discussed that a subcommittee should read through the Bylaws to check for updates and changes, but the committee was never established.

Videotaping the conference (Andy). Volunteers to videotape. Need to make sure that the audio works. Denise: there are companies that can rent out the videotaping and audio equipment.

Scott: Gathering again in the Spring. The meeting will be held on a Saturday at North Bend SP in April. Details to come.

Andy: Let her know if you have any issues between now and the Spring meeting.

Denise: Commented on Clark's nametag, how wonderful it is. Would it be possible to change the way that the nametags are created. Andy: her members who become certified are given wooden name tags, but the new members use only the round button name tags. The source for the wooden name tags (used by Canaan Valley, Tygart Valley and Potomac Valley chapters) is: Rose Sullivan swamprosa@yahoo.com.

Meeting adjourned at 2:44 p.m.

Minutes respectfully submitted by Becky Linger

Announcing
the 10th annual **WVMN Conference**
Friday, June 7 – Sunday, June 9th

The WV Master Naturalists would like to invite you
to join us with the original naturalists for a

Pow Wow at Pipestem

Friday, June 7 (Pre Conference opportunities)

Full Day Classes leaving at 10 AM returning by 5PM. All activities will involve carpooling.

- Tour of the Bechtel Summit Boy Scout Camp – No charge - Sam Muncy, leader (Optional stop and Lunch at Tamarack – lunch cost not included).
- Beckley Exhibition Coal Mine and Village – \$15 charge - Clo Simard, leader (Optional stop and lunch at Tamarack – lunch cost not included)
- Hinton Railroad Museum and Sandstone Falls, No charge, *but Railroad Museum accepts donations* – Leah Thomas, Leader.
- Follow the River (rafting trip, not white water) with a naturalist guide along the Mary Ingles Trail, \$79 charge, Rachel Davis, leader – \$79 fee includes 6-hour raft ride with stops led by naturalists and a riverside lunch.

Half Day classes

- The last hunt – Doug Wood demonstrates native American lodge construction which will include rope making from bark and branch weaving, a native plant walk, a skin tanning demo and food preparation. From noon until 5PM (dependent on grant)

Friday, June 7th Regular Conference Activities

6:00PM Pig Roast with Wine, Beer and Soft Drinks in the Shelter – Dave Milam will be roasting a pig all are welcome to come and watch anytime during the day before we eat at 6:00PM. (Bring your own wine)

7:00 Program by Doug Wood in the Amphitheater “Where Have They Gone” – Extirpated Species

- 8:30 Lecture by Sue Olcott on moths and
- 9:30 Netting moths
- 8:30 Lewis Cook lecture on Astronomy
- 9:30 Going outside to use Telescopes

Both of these classes require good weather. They are listed for both Friday and Saturday. If weather is predicted to be good both days, they may be separated.

Needs:

- Volunteers to assist with walks and talks and to video tape.
- 5 Camcorders and tripods.

Saturday, June 8th 6:00AM – 7:30AM Birding – person TBD

7:00AM – 8:00AM - Breakfast on your own

8:00 to 8:15 Welcome 8:15-9:00 AM Keynote by Adam Haritan

Full Day Classes

1. 9:15 Caving Tour – Car pool to Lost World Caverns and Organ Cave – Cost, \$30 or less. Jim Van Gundy, **need additional volunteer**
2. 9:15 – 12:00 - Mosses and Lichen Lecture 1:00 – 4:00 Foray Sue Studler and Mack Frantz. **Need a volunteer**
3. 9:15 – 12:00 Mushroom Foray 1:00 – 4:00 - lecture on mushrooms. Adam Haritan **Need a volunteer.**

Saturday, Half-day Classes AM

1. 9:15AM – 12:00 – Raptors Lecture, instructor Rich Bailey. **Need a Volunteer**
2. 9:15AM - 12:00 - Birding Skills with Jan Runyan, lecture and in field. **Need a volunteer.**
3. 9:15 – 12:00 - Pollinators Lecture: Marty Walker. **Need a volunteer.**

Saturday, Half-day Classes PM

1. 1:00 - 4:00 - Carpool to Lightfoot for Honeybee Collective: Dr. Parry Kietzman. **Need a volunteer.**
2. 1:00 – 2:15 - American Chestnut with Mark Double 2:30 - 4:00 Tom Saieli – American Chestnut Survey including demonstrating the Tree Snap app. **Need a volunteer.**
3. 1:00 – 4:00 – Edible Plants with Bill Beatty in field. **Need a volunteer.**
4. 1:00 - 4:00 – Field Trip to 3 Rivers Avian Conservation Center, On the way to Three Rivers Avian, stop to view eagle’s nest with possible fledglings. **Need a volunteer.**

6:00 Dinner

6:45 Business meeting

After business meeting, Doug Wood, Ostenaco done a little differently, focusing on saving the land. Or Gabe Arthur or presentation on Old Growth Forest or Powerpoint on Swainson’s warbler.

- 8:30 Lecture by Sue Olcott on moths and
- 9:30 Netting moths
- 8:30 Lewis Cook lecture on Astronomy
- 9:30 Going outside to use Telescopes



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Sunday

6:00AM – 7:30AM – Birding

7:00AM to 8:45 Breakfast on your own

Half-Day Classes, 9:00AM – 12:00

1. Bill Beatty, Bird songs. **Need a volunteer.**
2. Ferns – Jordan Metzgar (curator of Herbarium at Va Tech)*. **Need a volunteer.**
3. How to build and maintain a Family Pond by Dr. Quinton Phelps.* **Need a volunteer.**
4. Archeology – Zach Cruze.* **Need a volunteer.**
5. Mussels by Doug Wood and carpool to his hunting camp – group size 15 (wading in Greenbrier River up to knees). **Need a volunteer.**
6. Nature Journaling by Jodi-French Burr (May count as Preserving and Sharing)*. **Need a volunteer.**

* Hopefully one of these will move to Saturday AM