

# **Chihuahuan Desert Research Institute**

## **Meeting of the Executive Committee**

Maintenance Building Fort Davis, Texas

January 28, 2013 9am

Members in attendance: Thomas M. Bruner, President  
Martha Hansen, Vice President  
Joe Duncan  
Blaine Hall  
Suzette Ashworth, Secretary

Executive Director: Dr. Cathryn Hoyt

### **I. Call to Order**

President Bruner called the Executive Committee meeting to order at 9:05 am. He reported that CDRI has received a \$30,000 grant from Green Mountain Energy for solar panels to be installed near the Visitor's Center. Only seven grants were made out of 145 applicants. This installation should help reduce electric bills for CDRI.

### **II. New Business**

President Bruner reported that Texas Parks and Wildlife has just awarded CDRI a grant to conduct research on effective pollinators of eleven endangered plant species in the Chihuahuan Desert. This is collaborative research with several other organizations/ universities and the final report must be completed by August 31, 2013.

Dr. Hoyt presented a plan to conduct this research and to proactively move CDRI toward a stronger emphasis on research, in concert with the Board's directions in the recent strategic plan. She proposed creating a Director of Research position which reports to the Executive Director and indicated her interest in transferring into that position, thereby giving the Board the opportunity to recruit a new Executive Director. The permanent, full-time position would be jointly funded by CDRI and grant revenues up to Dr. Hoyt's current salary and benefits.

After extensive discussion of this proposal, Tom Bruner made the following motion which was seconded by Blaine Hall:

*The Board will create a permanent, full-time Director of Research position which reports to the Executive Director of CDRI, at a base salary of \$33,000 plus benefits with the possibility of grant-funded salary up to a total of \$65,000 per-year plus benefits. The Board will transfer Dr. Cathryn Hoyt into the Director of Research position effective February 1, 2013.*

The motion passed unanimously.

Discussion continued about the mechanics of searching for an Executive Director and managing the day-to-day business of CDRI until the new ED is on board. As a result of this discussion, Marty Hansen made the following motion, seconded by Suzette Ashworth:

*CDRI's Board President is authorized to hire an interim Executive Director (at an annual salary ranging from \$35-50,000) for the period ending June 30, 2013.*

The motion passed unanimously.

The Executive Committee discussed essential qualities for a new Executive Director, emphasizing successful fundraising experience, business/management experience in the non-profit sector and marketing skill among others. The Committee also discussed ways to involve the full Board in screening, interviewing and selecting a final candidate. Suzette Ashworth agreed to develop a draft job description for Board consideration.

President Bruner and Dr. Hoyt will meet with CDRI staff on Thursday to present this change in management.

Each member of the Executive Committee acknowledged the very successful, dedicated service Dr. Hoyt has given to CDRI during her 13-year tenure as Executive Director. Various members cited specific accomplishments that were the direct result of her leadership and expressed excitement at this newest phase of CDRI's development.

With no further business, the meeting adjourned at 10:45 am.



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Suzette Ashworth

11/15/2013

Thomas Bruner by USAH