



**Fort Bend County Master Gardeners, Inc.
Board of Directors Meeting
August 12, 2008**

Attendees –

Board Members Present: James Buckley, Jodie Douglass, Robert Goehring, Ginny Grant, Jane Gray, Nat Gruesen, and Marilyn Almon.

Board Members Absent: Sallie Bourgeois, Barbara Brannon, Brenda Dresner, Glenn Dresner, Mike Greenwood, Mary Beth McCaughey, Barbara McCormick, and Cindy Fairbanks.

AgriLife Extension Advisor Present:
Master Volunteer Coordinator, Fort Bend County – Margo McDowell

AgriLife Extension Advisor Absent:
CEA - Horticulture – Mark Countryman

Quorum Present? Yes

Call to Order – Nat Gruesen called the Board of Directors meeting to order at 6:34 p.m.

Approval of the Minutes – After a motion by Robert Goehring and a second by Jane Gray, the amended minutes of the July 8, 2008, Board meeting were approved by all. The second bullet under Youth Activities was amended to read that FBCMG's grant of \$1000 was announced to the teachers attending the workshop.

Officer and Committee Reports:

President – Nat Gruesen

- Nat welcomed Jodie Douglass to the Board as the new Awards Director. Jodie was elected by unanimous e-vote of the Executive Committee on August 9th.

Vice President – Barbara McCormick

- Barbara was not present.

Secretary – Marilyn Almon

- No report.

Treasurer – Mike Greenwood

- Mike was not present.
- For matters of consistency, it was decided that account names referencing the Gazebo on the Balance Sheet would be changed to read Outdoor Classroom. Board members agreed that the term Outdoor Classroom better connotes the intended function of the structure as opposed to the term Gazebo.

Past President – Mary Beth McCaughey

- Mary Beth was not present.

Awards – Jodie Douglass

- Jodie, who is also the Green Thumb facilitator, provided a recap of average monthly attendance numbers for Green Thumb programs over the last four years. Attendance numbers at the Bud O’Shieles Community Center averaged 21 per month, Eldridge Park averaged 10 per month, Cinco Ranch averaged 25 per month, and Sienna Plantation averaged 27 per month.
- Jodie would like to submit the Entomology Group’s insect cards project and a Green Thumb presentation for state awards competition in 2009.

Communications – Robert Goehring

- No report.

Community Relations – Brenda Dresner

- Brenda was not present.
- Ginny, Brenda, Margo, and Nat explained to the Entomology Group the Board’s position on the sale of insect cards. Ginny will assist the group in planning its 2009 budget request. She has also researched copyright procedures for the cards and will provide that information to the group. Another 100 sets of insect cards will be printed as the group plans a second card series on butterflies. Ginny will also advise on development of the business plan for the second series.

Fundraising – Barbara Brannon

- Barbara was not present.

Greenhouse – James Buckley and Glenn Dresner, co-chairs

- James reported that numerous types of seeds were planted recently for use in the fall gardens.

Landscape –Cindy Fairbanks and Jane Gray, co-chairs

- Cindy and Jane’s report is attached to the minutes.
- Jane questioned the availability of funds for landscaping the outdoor classroom area and Nat reported that sufficient project funds remain in the outdoor classroom budget for purchasing low maintenance plants.
- Jane stated that a separate budget would be needed for the Everyone’s Garden in 2009.
- Nat asked Jane to talk to Dell Keene about proceeding with the Trees Across the Grounds project since numerous containerized trees have been acquired.
- Jane will also consult Denise Riccobono about the status of the Butterfly Garden.

Member Relations – Sallie Bourgeois

- Sallie was not present.
- Margo stated that Enchanted Forest wants all master gardeners to present membership cards to obtain the master gardener discount. She has asked Sallie to provide the cards to certified members.

Youth Activities – Ginny Grant

- Ginny's report is attached to the minutes.
- At the 4-H Awards Banquet, a 4-H Hall of Fame plaque was presented to FBCMG, recognizing master gardener support of the 4-H program.
- Ginny is researching the feasibility of holding a week long JMG camp in 2009. She has discussed the idea with Shelley Pappas and is exploring potential interest and funding availability.

Standing Committee Reports:

Governance Committee

- Robert made a motion, seconded by Jodie and approved by all, to accept the committee's proposed Sections 31 and 32 verbiage detailing Speakers Bureau and Green Thumb guidelines respectively, to be added to the Operations Manual.
- Sections 31 and 32 approved verbiage is attached to the minutes.
- Jodie made a motion, seconded by James and approved by all, to accept updates in verbiage to the existing Operations Manual, last revised on July 11, 2007. These updates pertained primarily to the name change from Texas Cooperative Extension Service to Texas AgriLife Extension Service and to a clarification regarding the selection of the chair of the Nominating Committee in Section 7.B.
- After Board approval of minor changes to the appendices, Marilyn will forward the updated Operations Manual to Robert for posting on the FBCMG website.

Extension Service Advisor Reports:

CEA – Horticulture – Mark Countryman

- Mark was not present.

Master Volunteer Coordinator, Fort Bend County – Margo McDowell

- Margo stated that the 2008 AgTivity Barn project will be totally different from past years. The booth will be manned only on school days, while exhibits will be in place during the unmanned times. Rather than being located in the barn, this year's event will be in a separate tent shared with Aquaculture, master naturalists, beekeepers, and corralled horses located just outside the tent. There will be information on composting, rain water harvesting, and a JMG project on constructing bird feeders and houses from recycled materials. Recounting the prevalence of Victory Gardens after World War II, a square foot garden utilizing the three sisters (corn, squash, and beans) will demonstrate the economy of growing food at home versus purchasing it in a grocery store.
- The next meeting of the AgTivity Barn committee will be on Monday, August 18th.
- Margo announced that the Fall 2008 class, which begins on August 13th, has 32 students registered with the possibility of three more students attending. Classes will be held in the range.
- Plants in the Classroom is hoping to present programs in the Lamar Consolidated ISD.
- Jane questioned the impact on the gardens of those attending future shooting events in the range. Margo responded that Dwight Callas is aware of the previous vandalism problems and that perhaps flyers could be distributed to parents requesting closer supervision of bored siblings who accompany participants.

Old Business:

- None

New Business:

TMGA Alternate Directors

- Tabled until September.

Informal Fall Garden Tours

- Marilyn introduced the concept of holding informal Sunday afternoon “as is” open garden visits to FBCMG members’ gardens. A different geographical area in the county could be featured each Sunday over a three to four week period, minimizing driving time and gas consumption. This would allow members to share their gardens with other master gardeners without the pressure of having to present the gardens in show condition and provide an opportunity for education as well as comradeship. It would not be intended as a fundraising project. She will develop a plan and present it to the Board.

Landscaping Budget – Gazebo, E-Garden

- Refer to bullets 2 and 3, Landscape discussion.

After a motion by Nat, seconded by Robert and approved by all, the meeting was adjourned at 8:30 p.m.

The next Board meeting is scheduled to be held on Tuesday, September 9th, at 6:30 p.m. in the Annex kitchen.

Respectfully submitted,
Marilyn Almon
Secretary, Fort Bend County Master Gardeners, Inc.
8/13/2008

Ft. Bend County Master Gardeners, Inc.
Landscaping Report – August 2008
Report to the Board
Submitted by: Cindy Fairbanks/Jane Gray

Berry Patch –

At the Saturday workday strawberry plants were dug up and taken home for those who wanted them.

Butterfly Garden –

Nothing to report.

Circle Gardens -

Becky Leugemors is thinking about what fall plants will be going into the ground around Halloween time. She will be working with James from the greenhouse to use some of the plants that will be coming up from seed.

Cottage Garden –

Becky Smith, Barbara Buckley, Faith, and Brenda Dresner have been working on cataloging each plant in detail and putting them on the website. They are also working on the making the best signs that will hold up in the outdoors. They will be placing them next to each plant. Also, for a special touch, beautiful dinner plates have been added to fill in as a border along part of the walkway. What a great idea!

EarthKind Rose Garden –

With special care from Mary Beth and Patti, mulch was laid around the roses at the Saturday workday.



Everyone's Garden (the E-Garden) –

Spreading mulch, pulling weeds and working on a drawing of the garden so that they can start to take out the old and bring in the new plants. Also want to start working on cataloging and labeling each plant.

Front Yard -

Laurie Whittle and James Buckley added a yard of mulch during the Saturday workday.

Greenhouse -

James Buckley gave us a list of the seeds that have been ordered and will soon be planted in the greenhouse. There will be Shasta daisies, Snapdragons, Calendulas, Nasturtiums to name just a few.

Herb Knot Garden –

Carol Blanton made sure that the garden was free of weeds.

Japanese Garden –

This garden is feeling a little neglected so we plan to focus on it at the next Saturday workday.

Native Garden –

Ed Plant and Cathy Pennington and many others stayed very busy cleaning up the Native Garden by adding new plants and mulching.



Vegetable Garden –

Will be planting more melon plants very soon. Pulling a lot of weeds and getting ready for the fall planting.

Vineyard -

Carolyn McDaniel, Carole Anhalt, Mike Greenwood, Cindy Fairbanks and many others helped remove the grapes from the vines just in time for Doug Staff to work on making them into some delicious wine.

Water Garden –

Nothing to report

Yardwise/Compost –

Nothing to report

Miscellaneous –

- ❖ There were about 12 people that showed up for the Saturday workday. We had a scout leader and his son stop by to ask about native plants that require no maintenance. Cathy Pennington of the Native Garden was very helpful to them. We also had a woman that asked about some Satsuma Orange tree problems. We answered one of her questions and then referred her to Mark Countryman for some other answers. A mom, dad and son stopped by and toured the gardens and was planning on signing up for the upcoming MG class.
- ❖ Fence – We met with Jamie Knight from the County. Took time to walk the fence with Margo, Jamie, Jane and I and we talked about where to put the fence and what type of insurance that the fence contractors will need. Jamie gave us several names of contractors. Also met with one of the contractors that will be preparing a bid for us and he will have a bid for us very soon.
- ❖ A huge thank you goes out to Heidi from Treeseach Farms for donating several maples, bald cypresses, pines, and other trees for our Trees Across the Grounds project. The trees are still in pots and are being watering regularly. They will be planted when the temperatures start to come down.
- ❖ The Texas A&M Landscape Design Course II will be held September 15 & 16 at the Christ United Methodist Church in College Station. Master Gardeners who complete the course may apply 12 hours of credit. Texas Garden Club members who successfully pass the examinations can be eligible to become a nationally accredited Landscape Design Consultant.
- ❖ Need to talk about adding two new budgets. Gazebo and Everyone's Garden. Around the Gazebo the idea was to not make it separate garden area but to come up with a design that will require less maintenance. As for the Everyone's Garden, we have spoken to Becky Leugemors and she feels that it should have its own separate budget and not be included in with the circle gardens budget. How much money is available for each of these two areas?

Youth Activities – August 11, 2008

Ginny Grant

4-H Day Camp – Fairgrounds, Rosenberg – July 16, 2008

Master Gardeners helped approximately 120 children with two activities—
gift wrap necklaces and organic gardening.

JMG School Garden Project – Schiff Elementary, Missouri City – July 28, 2008

Met with Ruth Barrett to discuss establishing a JMG group and planning a
school garden. Toured the planned garden area although the school was
still under construction; school is located in Sienna Plantation and will
open with about 700 students. We will be meeting again in September.

Plants in the Classroom – Austin HS, Sugar Land – August 14, 2008

FBISD In-service Training for elementary science teachers. PIC 2 session
– carbon and nitrogen cycles, vermi-composting, and insects are on the
program. Twenty elementary teachers are scheduled to attend.

Ag'Tivity Barn – Fairgrounds, Rosenberg – September 26 – October 4, 2008

School tours September 29th – October 2nd. Fair meetings continue
monthly through mid-September, next meeting is August 18th.

31. Speakers Bureau Guidelines

The FBCMG Speakers Bureau will serve to fulfill the requests for educational gardening programs of interest to the community, as well as to promote the Fort Bend County Master Gardener program.

- A. The Speakers Bureau will be comprised of FBCMG members in good standing who are approved by the Master Volunteer Coordinator and the Community Relations Director.
- B. All Speakers Bureau presentations will contain research based scientific and educational content and will reflect all appropriate references and credits.
- C. The content of all Speakers Bureau presentations and materials will be reviewed and approved by the Master Volunteer Coordinator and/or the County Extension Agent prior to presentation. All presentations and materials will contain the appropriate Extension Service logo and Texas Master Gardener logo.
- D. The Speakers Bureau Program will be evaluated annually by the Community Relations Director, the Master Volunteer Coordinator, and the FBCMG president to ascertain the success of the preceding year.
- E. An attendance sheet will be used at all presentations to obtain demographic information as well as headcounts.
- F. Evaluation sheets may be used to obtain information to better serve the community's interest in future programs.
- G. Honorariums and mileage reimbursements for Speakers Bureau presenters are addressed in Section 27 of the Operations Manual.
- H. Ownership of Speakers Bureau presentations and materials is addressed in Section 29 of the Operations Manual.

Approved 8/12/2008

32. Green Thumb Seminars Guidelines

The FBCMG Green Thumb Seminars will serve to provide educational gardening programs of interest to the community, as well as to promote the Fort Bend County Master Gardener program. The Seminars will offer programs to serve the needs of those who may be interested in the Master Gardener program topics, but who, for various reasons, may not choose to enroll in the Master Gardener course. It will be the intent of each series of Green Thumb Seminars to rotate to a different locale in Fort Bend County each year.

- A. The Green Thumb Facilitator will be responsible for coordinating the Green Thumb Seminars and will report to the Community Relations Director.
- B. Green Thumb presenters will be comprised of FBCMG members in good standing who are approved by the Master Volunteer Coordinator and the Community Relations Director.
- C. All Green Thumb presentations will contain research based scientific and educational content and will reflect all appropriate references and credits.
- D. The content of all Green Thumb presentations and materials will be reviewed and approved by the Master Volunteer Coordinator and/or the County Extension Agent prior to presentation. All presentations and materials will contain the appropriate Extension Service logo and Texas Master Gardener logo.
- E. Each series of Green Thumb Seminars will be evaluated annually by the Community Relations Director, the Master Volunteer Coordinator, the Green Thumb Facilitator, and the FBCMG president to ascertain the success of the preceding year.
- F. An attendance sheet will be used at all presentations to obtain demographic information as well as headcounts.
- G. Evaluation sheets will be utilized to obtain information to better serve the community's interest in future programs.
- H. Honorariums and mileage reimbursements for Green Thumb presenters are addressed in Section 27 of the Operations Manual.
- I. Ownership of Green Thumb presentations and materials is addressed in Section 29 of the Operations Manual.

Approved 8/12/2008