



**Fort Bend County Master Gardeners, Inc.  
Board of Directors Meeting  
August 8, 2007**

**Attendees –**

*Board Members Present:* Sallie Bourgeois, James Buckley, Peg d'Hemecourt, Brenda Dresner, Glenn Dresner, Ginny Grant, Mike Greenwood, Nat Gruesen and Mary Beth McCaughey.

*Board Members Absent:* Marilyn Almon, Barbara Brannon, and Carolyn McDaniel.

*Cooperative Extension Staff Present:* None

*Cooperative Extension Staff Absent:* CEA, Horticulture – Mark Countryman and Master Volunteer Coordinator – Margo McDowell.

*Quorum Present?* Yes

**Call to Order** – Mary Beth McCaughey called the Board of Directors meeting to order at 9:35 a.m.

**Approval of Minutes** – After a motion by Brenda Dresner and a second by Sallie Bourgeois, the minutes of the July 11, 2007, Board Meeting were unanimously approved, with the following correction: The spelling of Mary Ellen Twiss' last name was corrected to Twiss.

**Officer and Committee Reports:**

President – Mary Beth McCaughey

- Mary Beth reported that she had spoken with Gene Powers concerning FBMG's memorial contribution in honor of Marge Powers and that it was decided that the contribution would be made to M. D. Anderson Cancer Center.
- Gail Blair has completed a review of June financials and reported that the June financial statements accurately reflect the transactions reported in the bank statements.

Vice President - Peg d'Hemecourt

- No report.

Secretary – Marilyn Almon

- Absent.

Treasurer – Mike Greenwood

- Mike presented the budget versus actual report for the period January through July 2007, and answered Directors' questions.

- There was discussion of possibly changing the accounting procedure of recording income as negative expense, to eliminate confusion.

#### Awards – Carolyn McDaniel

- Absent, but Carolyn's report is attached to the minutes.

#### Communications – Open position

- Mary Beth reported that August 24<sup>th</sup> is the deadline for submitting articles for the September/October Grapevine.
- Mary Ellen Twiss has assumed the responsibilities of the Publicity Chair.
- A quarter-page ad ran in the Ft. Bend Herald promoting the Ft. Bend County Master Gardener program and class.

#### Community Relations – Brenda Dresner

- Brenda reported on the Green Thumb thank-you event held last week, acknowledging seminar presenters for their dedication to the Green Thumb program. Vince Mannino was in attendance.
- Brenda reported that Jodie Douglass has distributed the new tri-fold brochure designed to promote the Green Thumb seminars to be held at Sienna Plantation to many neighborhoods along Highway 6 to Alvin. That new Green Thumb series starts on August 9, 2007. This time, some of the topics were re-ordered and some were re-titled to improve their appeal.
- Brenda presented a draft of a Monthly Program flyer, promoting upcoming speakers. The intent is to distribute it to the public through various means, such as at Green Thumb Seminars, posting on the website, and working with Mary Ellen Twiss. Directors offered suggestions to improve the flyer.
- Plans are underway to find a speaker for the January program on fruit trees in anticipation of the February 9, 2008 fruit tree sale, and a speaker for the February program on perennials in anticipation of the March 8, 2008 perennial sale.
- Mary Beth noted that the Governance Committee needs to update the Operations Manual to include more comprehensive speakers' bureau guidelines.
- An "In The Garden" planning meeting is scheduled for next week to discuss the next event.
- The August monthly program speaker, Betty Lenderman, will not be joining the Board for supper prior to the program. Mary Beth will provide some door prizes.

#### Fundraising – Barbara Brannon

- Barbara was not present.

#### Greenhouse – Glenn Dresner and James Buckley, co-chairs

- Glenn's and James' report is attached to the minutes.
- Mary Beth reminded the Board that workday dates should be planned in advance so that press releases inviting the public to come to the demonstration gardens on those days could be prepared six weeks in advance.
- The September workday will be the 1<sup>st</sup> Saturday of September, not the 3<sup>rd</sup> as previously announced.
- Mary Beth reported that FBMG should be able to have its name on signage in the demonstration gardens, based on her discussions with Vince Mannino.
- Glenn and James reported that all is well in the greenhouse. The mist tent is working well on cuttings for propagation.

- Glenn and James announced that they plan to take Greenhouse Specialist training in October.

#### Member Relations – Sallie Bourgeois

- Sallie reported that many members were reporting e-mail address changes in connection with the changeover from Time Warner to Comcast, and that she would update the membership list periodically.
- The former member surveys have not been mailed out yet, but they may be out in another month or so.
- Board members offered their assistance.
- Sallie attended the quarterly TMGA Directors meeting in August and reported the following:
  - Texas Cooperative Extension plans a name change
  - Doug Welsh has authored a new book titled Texas Garden Almanac, which will be available in early November.
  - Master Gardeners receive a 20% discount off Texas A & M Press prices. ([www.tamu.edu/upress](http://www.tamu.edu/upress))
  - FBMG can order books for resale at a 50% discount, with no minimum. Mary Beth suggested that Sallie inform Barbara Brannon who may want to incorporate with plant sales for fund raising purposes.
  - Dave of Dave's Garden spoke at the meeting. Master Gardeners can sign-up on his website as educators, have greater access to material, receive weekly electronic newsletters, and use pictures. ([www.davesgarden.com/edu](http://www.davesgarden.com/edu))
  - TMGA has \$30,130.97 in the treasury at July 31, 2007.
  - Sallie discussed the fact that TMGA's Executive Committee has veto power over decisions made by vote of Directors.
  - David Simpson, who teaches floral design classes, is offering to teach classes across Texas, upon request.
  - The TMGA reimbursement amount for those who complete Specialist Training has been increased from \$25 to \$50.
  - Harrison County (Marshall, TX.) will host the TMGA Conference in 2009.
  - Sallie distributed TMGA's Five Year Plan.
  - Lynn McKillop has been nominated to serve as Second Vice President beginning in January, 2008. Lynn is currently FBMG's alternate delegate director to TMGA. If elected, FBMG will need a new alternate.

#### Youth Activities – Ginny Grant

- Ginny's report is attached to the minutes.
- Kenny Fletcher will conduct a six hour session for LCISD teachers next week.
- The AgTivity Barn five school days (October 1 – 5) project already has reservations for over 1,400 students.
- JMG has been moved from Horticulture to Urban Youth Development and Ginny will now be working with Shelly Pappas and Prairie View A & M's liaison Tim Sandels on JMG initiatives.

### Landscape – Nat Gruesen

- Nat reported that there were only nine master gardeners/associates present at the August 4<sup>th</sup> workday. He attributed the low turnout to the hot summer weather and there being no advanced training offered, but also expressed concern about the low turnouts.
- There may be a change in the works in the Chair of the Vegetable Garden.
- Nat spoke with the Garden Committee Chairs one-on-one. All gardens are under budget.
- Mary Beth noted that the Treasurer should not write a check for an expenditure that exceeds the approved budget.
- Mary Beth reported on plans for the EarthKind Rose Test Garden. Five varieties of roses will be replicated three times. Texas A & M will tell FBMG which varieties to test. It was decided to change the name of the budget line-item from Rose Brigade Garden to EarthKind Rose Test Garden. Work on the EarthKind Rose Test Garden will begin this fall.
- There was discussion concerning reducing budgets that were not going to be spent this year to realistic budget amounts.
- There was discussion about signage in the demonstration gardens. Sallie referred to good examples that she had seen at Aransas County's gardens. Mary Beth asked that the Landscape and Greenhouse Committee Chairs develop a signage plan for presentation ultimately to Mark Countryman and Margo McDowell with Extension, and Don Brady.
- Mary Beth reported that work on the gazebo project is still underway, and presented information on the Golden Rule Gazebo Company's products.

### **Standing Committee Reports:**

Governance Committee - None

### **Cooperative Extension Advisor Reports:**

CEA-Horticulture – Mark Countryman

- Mark was not present.

FBCMG Master Volunteer Coordinator – Margo McDowell

- Margo was not present.

### **Old Business:**

- Survey of Non-Renewing Members – See Member Relations section of the minutes.
- Mentoring of Fall 2007 Class – Ginny and Peg reported that a task force had been formed to develop a mentoring program in time to be available for the Fall 2007 class, near the end of their classroom training. Members include Ginny, Peg, Margo and Nat. Discussion followed on a variety of aspects, including when to pair associates with a mentor.

- Mid Year Budget Review
  - Proposals were made to change the budget as follows:
    - Communications Expenses: Added categories of Website and Publicity w/ subcategories of Subscriptions (Budget of \$120) and Advertising (Budget of \$200).
    - Green Thumb Seminars: Marketing Brochure (Budget Increase of \$560).
    - Demonstration Gardens: Berry Patch (Budget Increase of \$340 = \$1014); Changed name of Rose Brigade Garden to EarthKind Rose Test Garden (Budget Increase of \$800 = \$2,300); Signage (Budget Increase of \$1500 = \$2,000)
  - After a motion by Sallie and a second by James, budget changes were unanimously approved.

**New Business:**

- TMGA – August Meeting Report – See Member Relations section of the minutes.
- Nominating Committee Chair – Mary Beth discussed the need for form a Nominating Committee to propose a slate of candidates for office in 2008. Normally the Past President would chair the Nominating Committee. In the absence of a Past President, the Board should appoint a Chair who is a Board member. After a motion by Brenda and a second by Sallie, Peg d’Hemecourt was appointed Chair of the 2007 Nominating Committee.

After a motion by Brenda, seconded by Peg, and approved by all, the meeting was adjourned at 12:05 p.m.

The next Board meeting will be held on Wednesday, September 12, 2007, probably in the evening.

Respectfully submitted,  
 Peggy d’Hemecourt on behalf of Marilyn Almon  
 Secretary, Fort Bend County Master Gardeners, Inc.  
 8/09/2007

**FORT BEND COUNTY MASTER GARDENERS INC.  
2007 AWARDS BUDGET**

|  |                 |
|--|-----------------|
| PRIOR YEAR AWARD SHIRTS  | \$100.00        |
| PATCHES  | \$100.00        |
| PINS   | \$300.00        |
| AWARDS CEREMONY GIVEAWAYS<br>(Assuming more items have to be purchased in<br>addition to left over magnets | \$750.00        |
| MISC. GIVEAWAYS  | \$250.00        |
| FOOD (MEAT ONLY)   | \$250.00        |
| OTHER  | \$200.00        |
| SUPPLIES AND DECORATIONS   | \$500.00        |
| GENERAL MISC.  | \$200.00        |
| ENVELOPES, PRINTING & POSTAGE  | <u>\$100.00</u> |
| TOTAL  | \$2,750.00      |

Submitted by Carolyn McDaniel, Awards Director  
8/07/2007

**December Awards Party Ideas**

- >Salads and Salutations
- >Parsley to Meet You
- >Endive of the Year Awards
- >Asparagus, Allspice and Awards
- >Dandelion December
- >"Dandy Lion December" - my favorite. Decorate soup cans with jungle paper
- >and fill with straw flowers.
- >Birthday Flowers of the Month - tables are decorated according to that
- >birthday flower chart. Each person has to sit at their birthday table.
- >This splits up people who always sit together and never meet anyone else.
- >I >like that! This requires a little preplanning and RSVP Probably need 2-3
- >tables for each month. I don't know how many people attend this.
- >Apricots and Alphabet Awards

Submitted by Carolyn McDaniel, Awards Director  
8/07/2007

## August Greenhouse Report

Submitted by James Buckley

The greenhouse is up and running, with all major repairs completed. Two minor items to be finished involve connecting the water in the shade room and tweaking the water in the mist tent. These two items will be completed soon.

The new mist tent is in full use with propagation efforts. On one side at least 6 different types of seeds have been planted. These include Mexican sunflower (*Tithonia rotundiflora*), Dutchman's Pipevine (*Aristolochia tomentosa*), Echinacea (*Echinacea purpurea*), Salvia (variety unknown), Purple Orchid tree (*Bauhinia purpurea*), and Penstemon (unknown variety). The other side of the tent has a variety of cuttings including Roses, Hibiscus, Russian Sage, and Purple Verbena.

There have been a number of volunteers assisting in the greenhouse, we are learning together and look forward to the results of our propagation efforts. The last Saturday workday we had 6 people working in the greenhouse.

Glenn and I are continuing to learn and improve our knowledge about the greenhouse. We will be attending the Greenhouse Specialist training to be held in Fort Worth October 24-26.

8/07/2007

| <b>GREENHOUSE 2007</b>                       | <b>Budget</b>  | <b>Actual</b>   | <b>Difference</b> | <b>Comments</b>  |
|--|----------------|-----------------|-------------------|--|
| Greenhouse Supplies and Maint                |                |                 |                   |  |
| Compost Tea Supplies                         | \$300          | \$0.00          | \$300.00          | <i>From Cottage Garden request</i>   |
| Fogger                                       | \$150          | \$0.00          | \$150.00          | <i>For insect control</i>  |
| Heat Prop. Mat & Controllers                 | \$225          | \$346.00        | -\$121.00         | <i>Includes 2 controllers</i>  |
| Miscellaneous Supplies                       | \$205          | \$0.00          | \$205.00          | <i>Pressure reducer, misting tent supplies, worm growing supplies, thermometer, concrete</i> |
| Nozzles, Adapters, Piping                    | \$250          | \$45.39         | \$204.61          |  |
| Potting Mix & Containers                     | \$875          | \$214.12        | \$660.88          | <i>Includes containers for soils &amp; fertilizers</i>                                       |
| Shade Cloth                                  | \$0            | \$1.88          | -\$1.88           |  |
| Shade Room Repairs                           | \$0            | \$0.00          | \$0.00            |  |
| Storage Cabinets (2)                         | \$200          | \$0.00          | \$200.00          |  |
| Other Greenhouse Expense                     | \$50           | \$234.75        | -\$184.75         |  |
| <b>Total Greenhouse Supplies &amp; Maint</b> | <b>\$2,255</b> | <b>\$842.14</b> | <b>\$1,412.86</b> | <i>Submitted by Glenn and James</i>  |

## JMG ACTIVITIES – August 6, 2007

### Ginny Grant

#### 4-H Day Camp – July 19, 2007

JMG activity was "Plant People," 103 children attended and 13 Master Gardeners volunteered. Master Gardeners donated 50+ small houseplants and small containers to help with the Community Service project. The 4H Council members assembled and decorated the plants.

#### Ag'Tivity Barn Meeting (Master Gardeners) - July 23 and July 31, 2007

Group discussed plans for the display. The area will be arranged to include recycling and composting. Group will meet prior to the Fair group meeting on August 13th.

#### JMG/Plants in the Classroom – August 6, 2007

In-service training for Southminster Presbyterian School teachers. JMG and vegetable gardening with children presented to Pre-K through 1st grade teachers. Don Johnson worked with 2nd through 5th grade teachers on science activities.

#### Plants in the Classroom – August 21, 2007

In-service training for FBISD science teachers. PIC2 topics will include soil science, botany, and pollinators. PIC2 target group grades K-2 teachers.