



**Fort Bend County Master Gardeners, Inc.
Board of Directors Meeting
March 14, 2007**

Attendees –

Board Members Present: Glenn Dresner, Mary Beth McCaughey, Peg d'Hemecourt, James Buckley, Marilyn Almon, Lynn McKillop, Brenda Dresner, and Ginny Grant

Board Members Absent: Barbara Brannon, Mike Greenwood, Sallie Bourgeois, Carolyn McDaniel, and Nat Gruesen

Cooperative Extension Staff Present:

CEA-Horticulture - Mark Countryman

Master Volunteer Coordinator – Margo McDowell

Quorum Present? Yes

Call to Order – Mary Beth McCaughey called the Board of Directors meeting to order at 9:03 a.m.

Approval of Minutes – After a motion by Brenda Dresner and a second by Peg d'Hemecourt, the minutes of the February 14, 2007, Board Meeting were unanimously approved.

Officer and Committee Reports:

Treasurer – Mike Greenwood

- Mike was not present, but had routed the February 2007 Profit and Loss Statement to Board members in advance of the meeting.
- The bank register balance as of February 28, 2007, was \$71,196.64.
- Glenn Dresner questioned the entry for 2005 Bazaar Cost of Goods Sold in the amount of \$23,554.50. Mary Beth McCaughey explained that the entry actually represented Fruit Tree Sale Cost of Goods Sold and would be corrected later. The corrected copy of the February 2007 P&L is attached to the minutes.
- Mary Beth also reported that Southern Bulb Company sent a check to FBCMG for \$43.25 which represented its vendor contribution to the 2006 In the Garden Seminar.

President – Mary Beth McCaughey

- Mary Beth stated that Perennial Sale numbers were still being compiled as of meeting time and that approximately 1,000 more plants were sold at the 2007 sale than in past years. Fewer than 200 plants were returned to Treeseach Farms.
- Cliff Bergman and Glenn Dresner revamped tables so that many plant varieties could be placed at a comfortable viewing height. Glenn commented that the tabletops need to be sealed in order to extend the useful life of the tables.

- TMGA conference registration is ongoing, though some sessions and trips are filled. Registration forms are available on the TMGA website.
- Mary Beth announced that the annual financial report to the membership will be moved from the March monthly meeting to the April monthly meeting so that a full accounting of 2007 fundraising activities can be presented to members.

Vice President - Peg d'Hemecourt

- No report.

Secretary – Marilyn Almon

- No report.

Awards – Carolyn McDaniel

- Carolyn was not present.

Communications – Lynn McKillop

- Lynn's report is attached to the minutes.
- Lynn stated that Mary Beth provided her with an updated publicity contact list which will be used to disseminate information about upcoming FBCMG monthly programs and Green Thumb seminars.
- Margo McDowell complimented Lynn and Mary Beth for their work to publicize the Perennial Sale.
- Mary Beth commented that there is a need to permeate the Asian and Hispanic communities with information regarding Green Thumb seminars and Master Gardener classes, since FBCMG has not done so in the past.
- Peg suggested reviewing the TMGA Association Award criteria for guidelines that FBCMG might utilize in reaching out to the community.
- Glenn Dresner inquired about why and what activities or services would FBCMG be willing to provide. Mary Beth answered that the organization would be attempting to create a broader awareness of programs already available, though they would not be offered in other languages. She stated that the Junior Master Gardener programs would be a good entry into this endeavor.
- Mary Beth commented that future publicity should also contain the title of the program, the speaker's name, and the speaker's title.
- Mary Beth requested that Lynn consult with Robert Goehring, FBCMG webmaster, to update the Board member list on the website.
- Lynn will also ask Robert to re-post the perennial sale plant information on the website.
- Mary Beth reminded everyone that the Extension logo and related verbiage should be used on all programs presented by FBCMG.

Community Relations – Brenda Dresner

- Brenda's report is attached to the minutes.
- Plumerias will be the subject of the March monthly program.
- Brenda requested that a portable microphone be purchased by FBCMG. Mary Beth asked Brenda to research the cost and present a proposal to the Board for approval.

Fundraising – Barbara Brannon

- Barbara was not present.
- Mary Beth asked that feedback/ideas regarding this year's sales be sent to Barbara.

- Mary Beth would like to see a handbook created for volunteers detailing how FBCMG sales work so that basic information does not have to be repeated for each sale.

Greenhouse – Glenn Dresner and James Buckley, co-chairs

- Glenn's report is attached to the minutes.
- Glenn and James reported that work on the watering system is ongoing, as well as material storage and cleanup of the greenhouse.
- James, Glenn, Cliff Bergman, and Doug Staff will analyze the material list for installing the new roof.
- Ficus trees still need to be relocated. Mary Beth suggested asking if they could be used in the Community Center.
- Gene Powers has authorized FBCMG to utilize the bromeliad collection as it sees fit.
- There is a need to coordinate a plan with Nat Gruesen to plant many of the plants currently stored in the greenhouse on the grounds.

Member Relations – Sallie Bourgeois

- Sallie was not present.
- Sallie will soon be sending out the new Members Only password to certified members.
- Ginny Grant stated that there are still numerous envelopes from the 2006 Awards Banquet remaining to be picked up in Margo's office. Lynn suggested including a reminder to members on the website and in The Grapevine.

Youth Activities – Ginny Grant

- Ginny's report is attached to the minutes.
- The question was raised about whether or not the Plants in the Classroom workshop would be held this year. Ginny explained that while the teachers derive numerous benefits from the two day training, the biggest challenge was getting the registration information past administrators to the teachers. Currently the PIC group is working with Fort Bend ISD to present teacher in-service trainings.

Landscape – Nat Gruesen

- Nat was not present.

Cooperative Extension Advisor Reports:

CEA-Horticulture – Mark Countryman

- Mark inquired about the status of the Vineyard and about algae in the Water Garden. Margo McDowell responded that Nat would be the appropriate person to answer those questions.
- Mark also inquired about the status of the outdoor classroom and Mary Beth answered that it would first be necessary to obtain a final accounting on the plant sales.

- Mark requested that the Board consider funding a scholarship to a Fort Bend County high school student planning to major in horticulture. The possibility of awarding the scholarship to a horticulture student in need of financial aid to complete his/her college education was also discussed. It was agreed that a feasibility study would be warranted. Peg will talk to Doug Welsh and other TMGA representatives, Margo will contact other Master Gardener organizations, and Mary Beth will contact garden clubs, all in an attempt to gain insight and report their findings to the Board in a few months.

FBCMG Master Volunteer Coordinator – Margo McDowell

- Margo announced that the Fall 2006 graduation would be held in May to allow associates more time to complete their required hours.
- Facilities have been reserved for In the Garden with FBCMG on October 13, 2007.

Standing Committee Reports:

Governance Committee

- Proposed revisions made by committee members Sallie Bourgeois, Barbara McCormick, and Marilyn Almon were submitted to the Board.
- After Board members discussed the revisions, Brenda Dresner made a motion, seconded by Glenn Dresner, to accept all of the proposed changes. Approval was unanimous.
- The approved revisions are attached to the minutes.
- When future revisions to forms are approved, the revision date will be noted on the forms.
- Peg questioned the procedure for modifying the hours certification requirement in the FBCMG By-laws, pointing out that it currently conflicts with TMGA Management Guidelines which state that the County Extension Agent has the authority to change the hours requirement. She suggested two ways of addressing the issue: 1) Amending the FBCMG By-laws, or 2) adding verbiage to the Operations Manual stating that the hours required for certification would not change without the consent of the County Extension Agent. The Governance Committee will explore these options.

Old Business:

Open Garden Days –

- After consulting with Nat, the June 2nd workday will be targeted for the first Open Garden Day. It will be business as usual in the gardens while creating awareness of FBCMG and its resources. The Hotline will be staffed.
- June 2nd is also Disaster Awareness Day at the Fort Bend Annex. Margo will check with Vince Mannino to determine whether Extension personnel will be available for Open Garden Days.
- The concept will be refined in April.

Pest Control Policy –

- No action was taken.

New Business:

None

The next Board meeting will be held on Wednesday, April 11, 2007, at 9:00 a.m.

By acclaim, the meeting was adjourned at 11:40 am.

Respectfully submitted,
Marilyn Almon
Secretary, Fort Bend County Master Gardeners, Inc.

Communications Report

I sent out notices to everyone about the MG program and another one about the April and May green thumb seminars. I contacted Brenda for more detailed information for our next two programs. I added the Silver Bullet and Seeds websites to the publicity list. I found another local magazine called "Living" which wants a 60 day notice. I received an email from Jennifer Dolcefino, (of the online calendar – www.sugarlandmagazine.com) thanking us for the information and saying she had posted the two emails I sent her.

Robert is steadily updating the website and it is looking great.

I forwarded Glenn's idea to Robert – Getting information out about the FBMG Association by using website information and photos in our printed community publicity as well as online websites. I will contact Robert about the photos before the next meeting.

Submitted by Lynn McKillop

March 13, 2007

Community Relations Report

Here are the programs that are scheduled as of today, 3-13-07.

April 19, 2007 – Leon Macha – "Common Sense Gardening"

June 21, 2007 – Tricia Bradbury – "Salvias"

September 20, 2007 – Michael Rea – "Biological Clock of Flower Openings" (topic may change)

Brenda Dresner
Director, Community Relations

Activity and Progress Report on Greenhouse

The Greenhouse and Shade Room activities for February 2007 are as follows:

- Tables in the Greenhouse have been assigned to Becky Smith and Ginny Grant.
- Plants have been stored for the Perennial Plant and for berry garden.
- Irrigation systems have been modified on seven tables to create a more uniform watering pattern for the plants. Work will be done to verify the watering time and interval to help ensure good plant health.
- Sign holders have been installed above each of the fourteen tables. Master Gardeners who have been assigned a table are asked to write on the note card the person assigned the table, type of plants on the table, watering information, and other information that will help people visiting the greenhouse better understand the plants on the table.
- Master Gardeners planting, propagating, or caring for plants on assigned tables are encouraged to utilize the Greenhouse notebook for documenting the progress of their work.
- Master Gardeners working at planting, propagating or transplanting plants are urged to cleanup the soil and plant material used so the tables are clean for the next person coming in to work. In addition, any pots not specifically holding plants or seeds should be cleaned and put back in storage in the shade room.
- Work continues on the mist tent facility. Hopefully within the next few weeks, a mist controller will be added that will better control the water requirements for new plant cuttings.
- Work continues on cleaning out equipment (i.e. composting bins, etc.) that is not part of the greenhouse facility.
- Storage lockers have been installed that will be used to store equipment and spare parts for use in the greenhouse.
- The plastic covering still needs to be installed. This work will be done when it appears there will be a few days of good weather with no wind. Margo McDowell will be asked to send out a request for help in changing out the two plastic layers. A new blower inflating the outer layer on the greenhouse has been ordered that will replace the existing one that has failed.
- There have been several volunteers coming to work in the greenhouse to help with planting of seeds and transplanting seedlings to larger pots. Their interest and help in working in the greenhouse is greatly appreciated.

Submitted by Glenn Dresner

JMG ACTIVITIES – March 12, 2007

Ginny Grant

Plants in the Classroom – February 12, 2007

FBISD Teacher In-service Day

Kathy Treibs, Science Curriculum Coordinator, FBISD

The PIC group presented program on the Nitrogen and Carbon Cycles to science teachers. Vermiculture and Composting activities were completed by all teachers. Each teacher received a PIC tote bag with prepared worm bin, posters, a soil CD, seeds, and environmental and horticulture information.

22 attendees

JMG Orientation – February 26, 2007

Overview of JMG program presented to teachers from Region IV. Randy Seagraves, JMG Curriculum Coordinator presented the program. Margo and I assisted Shelly Pappas, CEA-Urban Youth Development.

5 attendees

JMG School Garden Presentation & Meeting – February 27, 2007

Cambridge Montessori School, Sugar Land

Margo and I provided information about JMG and school gardens to the Director and Asst. Director. Training dates are to be scheduled to help train the teachers and volunteers in gardening and related activities.

JMG Presentation & Activity – March 1, 2007

Wild West 4-H Club, Fulshear

Michelle Terry, 4-H Leader

Talked about JMG program to 4-H club. The members and parent/volunteers participated in making Grow Cards.

17 children; 10 adults

JMG School Garden Meeting – March 7, 2007

Fort Bend Baptist School

Maria Miyaoko

Talked about JMG program and establishing gardens for elementary schools. Further meeting dates will be scheduled after Spring Break.

JMG School Garden Meeting – March 8, 2007

Debbie Crawford, GT Facilitator, Hutchison & Pink Elementaries, LCISD

Communicating via e-mail until after Spring Break. Both schools want to establish JMG groups; Debbie had JMG training in Midland, TX. Referred by Shelly Pappas.

JMG – National Youth Service Day – March 9, 2007

Cornerstones for Life, Richmond

Did not attend committee meeting, but the Kick-off meeting is scheduled for March 31, 2007 and the actual service day is April 21, 2007. Almost 200 students have volunteered.

JMG School Garden – March 22, 2007

Deaf Smith Elementary, Richmond

Meeting with teachers to determine how garden can be included in daily curriculum. Garden activities are continuing with spring planting.

JMG Children Activity – March 24, 2007

Fort Bend Museum, Richmond

Open house and Children's Day at the Museum will include teaching children to make paper flower pots and then planting seeds to take home.

Plants in the Classroom/JMG School Presentation – April 9, 2007

Colony Meadows Elementary, Sugar Land

As a result of FBISD in-service training day, will participate in Science Week at Colony Meadows. Presenting the nitrogen cycle to the entire 5th grade and also include a JMG activity.

Estimate 75-100 children.