



**Fort Bend County Master Gardeners, Inc.
Board of Directors Meeting
February 3, 2010**

Attendees –

Board Members Present: Brenda Dresner, Glenn Dresner, Jodie Douglass, Ginny Grant, Jane Gray, Peg Turrentine, Marilyn Almon, Gwen Heck

Board Members Absent: Robert Goehring, Barbara Brannon, Nat Gruesen

AgriLife Extension Advisor Present:

Master Volunteer Coordinator, Fort Bend County – Margo McDowell

AgriLife Extension Advisor Present:

CEA - Horticulture – Shari Koch

Quorum Present? Yes

Call to Order – Jane Gray called the Board of Directors meeting to order at 6:40 p.m.

Approval of the Minutes – After a motion by Jodie and a second by Brenda, the minutes of the January 12, 2010 board meeting were approved by all.

Officer and Committee Reports:

President – Jane Gray

- No written report.
- Jane thanked all the members of the board for all their hard work. There is so much work done “behind the scenes” that our members are unaware of.

Vice President – Glenn Dresner

- Will go over Action Item Tracking Record under old business

Secretary – Gwen Heck

- No report.

Treasurer – Peg Turrentine

- Approved budget reviewed by all
- There was a question regarding the price charged for 2 students for the January class. It was noted that they will be sharing a manual and were given the couples rate.

- Marilyn inquired why the purchase of manuals were put on this budget for the January 2011 class. Margo responded that she would be ordering early.
- A motion was made by Jodie and seconded by Ginny to accept the amended budget. Approved by all.

Past President – Nat Gruesen

- Absent. No written report.

Awards – Jodie Douglass

- No report

Communications – Robert Goehring

- Absent. No written report
- Marilyn states that the password has been changed and the old password will be removed next week.
- Notice will be sent out to members regarding password change.
- Margo has paid for the web domain

Community Relations – Brenda Dresner

- No written report
- Topic for May 20th. Master Gardener monthly meeting will be Hummingbirds. Speaker will be Mark Klym.
- Possible future topics are: gingers, herbs, Oleander Society of Moody Gardens.
- Topic suggestions made: native honeybees, Jim Blackburn-Environmental/Ecological attorney, check Arbor Gate website, check Audubon Society, flight of the monarchs.
- Jane suggested we pass on any ideas to Brenda.
- Showed the group a booklet from Championship Trophy regarding the plaque for Master Gardener of the Year. Liked one particular plaque that was 13x40 with room for 40 plates in American walnut priced at \$189.00.
- Motion made by Jodie to purchase the 13x40 plaque mentioned above. Seconded by Peg. Motion carried.

Fundraising – Barbara Brannon

- Absent-no written report
- Margo says there is no update on amount of plants available for February sale and that there is a possibility of no pre-sale, at this point.

Landscape –Open

- Jane says that we need a landscaping committee. She hopes from this a director will follow.
- Jane has been working with Landscape Chairs to explain their budgets.

Member Relations – Marilyn Almon

- No written report.
- We now have 157 names on our roster. We still have 9-10 members who have recertified but not renewed. An e-mail will be sent to them as a final notice.
- Jodie reminded us that it was time to pay state dues.
- Margo says that we will be printing our membership cards ourselves. They will be handed out at the Tuesday meeting next week.
- Discussion regarding having member's birthdays posted on the website (day and month-not the year). Decided that this may be too much personal information.
- Discussion over sending birthday cards to members since we have a birthday luncheon at a designated Wednesday workday. It was decided that members appreciated the cards.
- After the Saturday workday we will serve chili and a salad from the garden.

Youth Activities – Ginny Grant

- Written report attached to minutes
- Shari reminded us of the Ag. Expo the first week of May.

Standing Committee Reports:

Governance Committee

- Gwen reported that the governance committee met on February 2nd to work on revisions to the operations manual. Meeting were Marilyn Almon, Susan Peacock, Gwen Heck, and Jane Gray.
- Revisions will be sent to board members for their review, when completed.

Extension Service Advisor Reports:

CEA – Horticulture – Shari Koch

- No report

Master Volunteer Coordinator, Fort Bend County – Margo McDowell

- No written report.
- Showed us a booklet *ABC of Parliamentary Procedure*, which we may want to use. The cost is \$1.29. Board decided to order enough books for all the board. Margo to decide the amount to order depending on the bulk rate.

Other:

Old Business:

- Chartering-Shari reports that it has been taken of.
- Action Item Spreadsheet-Glenn Dresner

Discussion of action items

1. Hour options for physically limited MG-(Margo) Need to combine with Mentor Program
2. Video, gardening & fund raising equipment inventory-(Margo) List $\frac{3}{4}$ completed
3. Mentor Program-(Margo) Work in progress. Combine with #1.
4. Removal of diseased citrus trees-(Jane) will remove in Spring
5. Outdoor Classroom/gazebo dedication-(Brenda) Late Spring, check with dignitaries.
6. FBMG Flag for Gazebo Flagpole-(Brenda) Cost is \$135.00. Board authorized purchase. Will fly on Wed. and Sat workdays.
7. Endorsements by FBMG-(Robert) Check with Robert
8. FBMG Historian-(Ginny) Will develop guidelines and solicit volunteers
9. Guidelines and policy for use of Gazebo-(Shari) This is county property. They set the guidelines. We are not responsible. Shari will check further to see whom she would refer the public inquires to.
10. Guidelines for Equipment Manager for workdays-(Glenn/Cliff) Glenn says that this would be used on workdays.
11. Quarterly financial review of FBMG records- (Peg) Peg to develop guidelines. Will need 3 people for an audit. Margo and Peg will put together a request for volunteers.
12. Educational displays prior to Fruit and Perennial Sales-(Marilyn) Will be developed.
13. Date for appreciation dinner with Heidi-(Margo) Will check with Mary Beth. Ginny suggest we show the "heel" in process. Suggestion that sales committee be included.
14. Electrical power to water feature in E-Garden-item deleted
15. Board member's roles/responsibilities & opportunities for improvement-(Shari) Item completed.
16. FBMG Opinion Input Survey-(Ginny) Strategic planning in progress
17. FBMG Visa Debit Card-(Jodie/Peg) Guidelines to be developed
18. Develop procedures for adding chemicals to Water Garden-(Terry)
19. Obtain responsibilities for FBMG in City of Rosenberg Project at Seabourne Creek Park-(Shari) Deleted. We have no responsibilities
20. Purchase of a wood chipper-(Margo) We will rent from Doug of United Rentals.
21. "Gardening Store" for FBMG-(Marilyn) In process
22. Replacement signs for identifying the FBMG Garden areas-(Brenda) Check what price would be for metal signs
23. Guidelines to define expenses as either Capital or Operation/Maintenance-(Peg) Deleted
24. Develop procedures for use of FBMG equipment-(Margo) County Equipment can not be taken off property. Brenda suggest we check into a PA system with a clip for the Green Thumbs seminars. We have \$4500.00 in budget for board operations. Item deleted.

25. Determine responsibility & procedure for FBMG taking over landscape "Welcome to Rosenberg" areas-(Shari) Working with Rosenberg Economic Development Council
26. Sales tax on the sale of the rain harvest windmill-(Peg) Will develop a letter from the buyer to show that no sales tax was due.
27. Freeze protection plan for the gardens and building facilities-(Landscape chairperson) Shari says that we are not responsible for the building facilities-thus only a garden plan is needed. Jodie suggest that we have one booklet with freeze protection and hurricane guidelines together. Glenn suggest that this would be put on the website. Plan to be developed.
28. Purchase a plaque for honoring Master Gardener of the Year for FBMG.- (Brenda) Will order.

New Business:

- Compost-Peg reminds us that we have a huge supply (25-30 cubic yds.) of compost, with Bermuda grass starting to grow in it. Discussion over selling to members. Marilyn ask if we could use the compost in the forest area. Margo agrees that would be good. Shari says that members want to buy it now. Peg reminds us that we have \$1000.00 in budget to purchase new mulch. If we sell to members, someone will have to be in charge. Peg-will check what purchase price was for this mulch. Glenn-reminds us we will need to add sales tax. Peg-will ask Joe Vincent to co-chair the sale of the mulch. Margo-once a price is worked out and a procedure for the sale, she will send out an APB to all the members, with Peg's help.
- Addendum-Peg sent e-mail out on 2/3/10. Purchase price was \$35.35/cubic yard, with tax \$38.27. Suggest we sell at \$40. The cost to the public to buy this quality of compost from Nature's Way Resources would be \$48.50/cubic yard.
- March Meeting-Jane says we will run into the same problem with the Perennial Plant pre-sale meeting the week of the regularly scheduled board meeting. Decided next board meeting will be March 2nd at 6:30 p.m.

Jane Gray adjourned the meeting at 9:25 p.m.

The next regularly scheduled Board meeting will be held on Tuesday, March 2, 2010 in the Annex at 6:30 p.m.

Respectfully submitted,
Gwen Heck

Secretary, Fort Bend County Master Gardeners, Inc.
Submitted February 24, 2010

Fort Bend County Master Gardeners, Inc.
Youth Activities
February 1, 2010
Ginny Grant

Briargate Elementary, FBISD – Extended Day Program

Ongoing JMG activities

Discussing the possibility of providing a one-day Kids' Kamp during spring break.

Schiff Elementary, FBISD – ongoing meetings

Working with garden coordinator to design and install habitat garden. Science classes are starting seeds to be planted in their garden.

JMG presentation/activity about vermiculture scheduled for March

St. Laurence Catholic School, Sugar Land – January 27th

Met with Lower School Teachers to discuss JMG program and reestablishing habitat garden for Pre-K and K classes. Another meeting is to be scheduled.

Deaf Smith Elementary, LCISD, Richmond - February 23rd

JMG Program for 4th grade students

Fort Bend Museum, Children's Day Program, Richmond – March 27th

Earth-Kind[®] Kids Kamp - June 14th – 18th.