



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

Attendees –

Board Members Present: James Buckley, Brenda Dresner, Glenn Dresner, Jodie Douglass, Robert Goehring, Ginny Grant, Jane Gray, Mike Greenwood, Nat Gruesen, Barbara McCormick, Marilyn Almon, and Mary Beth McCaughey via phone.

Board Members Absent: Sallie Bourgeois, Barbara Brannon, and Cindy Fairbanks.

AgriLife Extension Advisor Present:

Master Volunteer Coordinator, Fort Bend County – Margo McDowell

AgriLife Extension Advisor:

CEA - Horticulture – Open position

Quorum Present? Yes

Call to Order – Nat Gruesen called the Board of Directors meeting to order at 6:43 p.m.

Approval of the Minutes – After a motion by Brenda Dresner and a second by Jodie Douglass, the minutes of the October 14, 2008, Board meeting were approved by all.

Officer and Committee Reports:

President – Nat Gruesen

- Nat complimented the master gardeners who participated in the tree planting project along the property line bordering the fair grounds.
- Nat also welcomed Barbara McCormick back to the Board after a brief absence.

Vice President – Barbara McCormick

- Barbara pointed out a correction to the spelling of Ginny's name on the landscape report and complimented Robert on his work on the FBCMG website.

Secretary – Marilyn Almon

- No report.

Treasurer – Mike Greenwood

- Mike announced that Gail Blair would again audit the FBCMG records and assist her with setting up additional QuickBooks accounts.

Past President – Mary Beth McCaughey

- Mary Beth reported that she, Ginny Grant, and Becky Smith were still working to obtain candidates for the annual election of officers to be held at the November monthly meeting.
- Articles are still being accepted for a November-December issue of The Grapevine.

Awards – Jodie Douglass

- Jodie's report is attached to the minutes.

Communications – Robert Goehring

- Robert suggested that someone should be appointed to serve as a backup to him in his absence who can access the website if necessary. Margo will send an APBeee asking for volunteers with the required expertise. Robert stated that it should be an independent individual who is not employed by Fort Bend County.

Community Relations – Brenda Dresner

- Brenda reported that Ray Sher from Urban Harvest would present a 2 hour long program on citrus at the January monthly meeting which will be held on the fourth Thursday, January 22nd, rather than on the third Thursday of the month.
- The Fruit Tree Sale is scheduled for February 14th.
- The Perennial Sale will be held on March 14th.
- Brenda contacted Terry Williams, whose son Evan helped with the erection of the Outdoor Classroom while home on leave from the Navy, to tell him that FBCMG members would like to show their appreciation to Evan by sending him a care package. With Robert's help, Brenda listed several items that would be suitable for sending to a service person on a ship and it was decided to enlist the participation of the membership in the project.

Fundraising – Barbara Brannon

- Barbara was not present.

Greenhouse – James Buckley and Glenn Dresner, co-chairs

- The greenhouse report is attached to the minutes.

Landscape –Cindy Fairbanks and Jane Gray, co-chairs

- Cindy was not present.
- Cindy and Jane's report is attached to the minutes.
- Cliff Bergman and Glenn have pulled new wiring for grounds irrigation because the box was mowed over.

Member Relations – Sallie Bourgeois

- Sallie was not present.
- Marilyn's report on the Fall Garden Tours project is attached to the minutes.

Youth Activities – Ginny Grant

- Ginny announced that Enchanted Forest wants to start a Kids Garden Club in January.
- Calvary Episcopal School in Richmond wants to offer the JMG program to K-10 rather than to only a few of the grades.
- Anne Ondrusek is implementing a community garden at the Richmond Police Station. The garden is an approved master gardener project.

Standing Committee Reports:

Governance Committee

- No report.

Extension Service Advisor Reports:

CEA – Horticulture – Open

Master Volunteer Coordinator, Fort Bend County – Margo McDowell

- Margo reported that the Fall 2008 class has one week of classes remaining.
- A Spring 2009 master gardener class will not be offered.
- Due to publicizing the tree planting project on the website, a non-master gardener gentleman came to help and consequently registered for the Fall 2009 class.
- The practice of loaning the FBCMG laptop and projector to the Master Naturalists will cease when the new MN class begins.
- Enchanted Forest and Enchanted Gardens are holding their enchanted evenings event on November 14th and 15th respectively.
- Margo and Ginny will assist the Texas Education Association with their tree sale on November 15th and may present a program on forcing bulbs.
- Margo, Cliff, and James met with Tom LeRoy at the Montgomery County Master Gardener complex to discuss the implementation of rainwater harvesting and other projects and to visit the new building now owned by the MCMGA on their grounds. Margo reported that MCMGs operate their own store to sell garden-related supplies.

Old Business:

2008 Unfinished Business

- Tabled until the January 2009 meeting.

New Business:

JMG Day Camp

- The project has been approved by Vince Mannino and Shelly Pappas.
- A registration fee of \$20 to \$25 will be charged.
- A motion to approve and integrate the expenses into the 2009 budget was made by Robert, seconded by Mike, and approved by all.

Fort Bend Seniors Tree of Honor

- This program requests donations of \$10 to \$75 and Board members agreed that it would be better served by the participation of individual master gardeners rather than as an FBCMG project.
- A motion was made by Jodie, seconded by Brenda and approved by all, to decline making a donation to the project.

After a motion by Nat, seconded by Brenda and approved by all, the meeting was adjourned at 9:10 p.m.

A budget meeting will be held on Tuesday, December 16th, at 6:30 p.m. The next regularly scheduled Board meeting will be held on Tuesday, January 13th, at 6:30 p.m. in the annex kitchen.

Respectfully submitted,

Marilyn Almon

Former Secretary, Fort Bend County Master Gardeners, Inc.

1/12/2009

First Addendum to the Board Meeting Minutes – Election of 2009 Officers

At the November 20, 2008, FBCMG monthly meeting, the following officers were elected by acclamation. The motion was made by Patti Lawlor and seconded by Brenda Dresner.

President – Nat Gruesen

Vice President – Glenn Dresner

Secretary – Susan Peacock

Treasurer – Peg Turrentine

Second Addendum to the Board Meeting Minutes – Approval of Member Relations Director

On December 4, 2008, Nat requested an e-vote approval for Marilyn Almon to assume the role of Member Relations Director to take effect immediately. Though director appointments are typically approved in January, this was done in order to move forward on 2009 membership renewal in December. On December 5, 2008, approval of Nat's motion was announced to the Board.

FT. BEND AWARDS DINNER
Bud O'Shieles Community Center
Wednesday, December 10th, 2008
6:30pm Meet & Greet; 7:00pm Dinner

October 23, 2008 - Meeting Minutes

AWARDS DINNER COMMITTEE

Attending: Jodie Douglass; Barbara Buckley; Marilyn Almon; Penny & Don Johnson; Marlene Shobe; Sherry Ledbetter; Margo McDowell
Dona Reynolds is unable to be on the committee, but will be available to help during evening of dinner.
Brenda Webb was unable to attend our first meeting, but wants to help anyone who could use additional help.

Theme: "Annual Celebration"

Set up/Tear Down: Setup for the dinner cannot take place before 2:00pm that day. James, Glenn, Cliff & Terry will be asked to help. Committee is responsible for decorations & finalization of set up. All attending MGs will be asked to help with tear-down.

Floor Plan: The stage will be used for program, etc. Fifteen large round tables will be planned w/ seating 8/ea and many long tables on which to place food.

Food: Covered dishes to be brought by attending members: salads, sides & desserts. The alphabet will be split up dependent on numbers, thus designating who brings what. The MG organization will provide the meat -- smoked turkey & ham. Marilyn Almon will again be responsible for: research/price/availability/options/purchase.

Paper Goods: Jodie Douglass will purchase from Sam's (plates/utensils/napkins), rent from a Chinese laundry used in the past (white table cloths for seating tables), & purchase from Hobby Lobby (?) (decorative seasonal toppers). These will cover round seating tables and long food tables. Jodie will check w/ Ginny Grant regarding source of table toppers purchased for last year's dinner.

Centerpieces: Sherrie Ledbetter will plan/purchase small clear vases w/ fresh flowers (different for each table, but same in nature).

Plants for Stage: Marlene Shobe will check w/ James considering using plants from the Green House or will research/purchase plants for stage decoration. These can be raffled at end of evening via our raffle ticket process.

Handouts: Penny & Don Johnson will research availability/cost/purchase of tote bags for attending members. Penny & Don will work w/ Mac regarding logo colors for silk screening, etc.

Assistance: The Associates will be asked to help with kitchen assistance, sign in & award envelopes handouts and given hours for helping. Mac will ask Associates for their assistance.

Invitations: Sherry Ledbetter will design one for Mac to send out in the APB's as well as one to send to our special guests.

Special Guests: Representatives from: Enchanted Forest, Enchanted Gardens, Treesearch & Caldwell's

Program: Barbara Buckley will compile/design/print the program.

Speaker Alternative: Barbara Buckley & Mac will compile/create a slide presentation w/ music of activities/accomplishment from the past year. "What have we accomplished this past year?" or "We've come a long way!" –or - whatever is appropriate.

Awards Pins/Patches: Mac has pins & patches, will check the numbers to be sure she has enough.

Awards: Terry Douglass will research cost/availability of a blue chambray vest giving award recipients a choice of either the regular brown awards shirt or a blue vest for displaying hour awards patches. Terry will have available for the awards envelopes small paper shirts &/or vests where recipients may write their name to be sewn on the shirt/vest and their size for ordering purposes. Because there may be a price decision to be made, Terry/Mac will e-mail to both our committee & board members vest selections available & prices for their final decision.

An envelope for each member containing the hour patches, pins & shirt/vest selection will be available for pick up when entering the hall.

In order to expedite actions, members are asked to use the internet for communicating considerations/decisions to the committee before our next meeting.

Next meeting: Thursday, November 13th @ 10am

Tentative -----

Evening Program:

6:30pm: Meet & Greet

7:00pm: Dinner is served

Jodie Douglass:

Welcome

Introduction of our Guests of Honor

Introduction of Awards Dinner Committee

Margo McDowell:

"What have we accomplished this past year"

A Power Point picture show of events

Jodie Douglass:

Introduction of Nat Gruesen, MG President

Nat Gruesen:

Introduction of the MG Board of Directors

Introduction of Landscape Chairmen & individual gardens Chairmen

Present awards to membership

Submitted by Jodie Douglass

Report from Communications Director

November 13, 2008

Subj: Unfinished Board Business RE: Website Warning Links

I have researched the methodology to add a "disclaimer" to the users of FBMG.com to notify them that they are leaving our Web site. A simple programming change would be required on each page.

Also, I researched federal/state/local regulations pertaining to this topic. The only pertinent laws I found were the Child Online Protection Act of 1998 and the Children's Online Privacy Protection Act of 2000.

1. The Child Online Protection Act (COPA) is a law in the United States of America, passed in 1998 with the declared purpose of restricting access by minors to any material defined as harmful to such minors on the Internet. The federal courts have ruled that the law violates the constitutional protection of free speech, and therefore have blocked it from taking effect.
2. The Children's Online Privacy Protection Act (COPPA), effective April 21, 2000, applies to the online collection of personal information from children under 13. The new rules spell out what a Web site operator must include in a privacy policy, when and how to seek verifiable consent from a parent and what responsibilities an operator has to protect children's privacy and safety online. If you operate a commercial Web site or an online service directed to children under 13 that collects personal information from children or if you operate a general audience Web site and have actual knowledge that you are collecting personal information from children, you must comply with the Children's Online Privacy Protection Act.

(For your information, Texas was the first state to file legal action citing the COPPA.)

Our Web site, FBMG.com, does not fall under any portion of the COPPA.

The current unfinished business concerning this action should be reconsidered during the January meeting to discuss:

- (1) the desire (not need) to tell users they are leaving FBMG.com and, if necessary,
- (2) the exact verbiage to be used - if the desire to add this function exists.

I recommend that we provide the following information as a "Privacy Policy" statement for the Web site instead of having a "disclaimer" popup for external links. I would provide a link to this "policy" in the footer of every page.

Privacy Policy:

The Fort Bend County Master Gardener's Web site, www.FBMG.com, may provide links to other Web sites maintained by third parties. These links are provided for your information and convenience only. The Fort Bend County Master Gardener's Web site, www.FBMG.com, does not necessarily endorse, support, authorize or sponsor the content of any linked Web sites.

The Fort Bend County Master Gardener's Web site, www.FBMG.com, is not responsible for the content of any linked Web site. If you access or use any third-party Web sites linked to the Fort Bend County Master Gardener's Web site, www.FBMG.com, you do so at your own risk. It is up to you to take precautions to ensure that other Web sites are free of viruses, worms or other software of a destructive nature. The Fort Bend County Master Gardener's Web site, www.FBMG.com, reserves the right to terminate any third-party Web site link at any time.

If a third party links to the Fort Bend County Master Gardener's Web site, www.FBMG.com, it does not indicate an endorsement, adoption, authorization, sponsorship, affiliation, joint venture or partnership between the Fort Bend County Master Gardener's Web site, www.FBMG.com, and that third party. In some cases, the Fort Bend County Master Gardener's Web site, www.FBMG.com, may not be aware that a third party has linked to the Web site.

Submitted by Robert Goehring
11/13/2008

Greenhouse Report for October/November 2008

* The shade cloth (80%) was removed from the greenhouse based on the urging of those Master Gardeners using this facility. Presently, we are evaluating whether the shade cloth should go suspended above the plant tables or put back on top of the cloth that was removed. We are looking at either a 40 or 60% shade cloth.

* An additional fifteen evaporative cooler elements were ordered to replace the ones that are deteriorating. (There are a total of 20 with five new elements being installed earlier this year.)

* James Buckley and Cliff Bergman made a trip to the Montgomery Master Gardener facility on November 3. They will be discussing any ideas they saw at the Montgomery facility to see if there are any items we might need to incorporate in our greenhouse.

* Discussions with Vince Mannino have put on hold the repairs to the north wall of the greenhouse that was pushed south by Hurricane Ike. Vince wants to get the replacement person for Doug Staff so that this individual can help with getting material for repairing this wall.

Should there be any questions concerning this information, please feel free to contact me by phone.

Submitted by Glenn Dresner

November 10, 2008

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

Berry Patch –

Dell Keene will be planting 400 strawberry plants this weekend November 15th. If you would like to help, please come out on Saturday starting at 9:00am.

Butterfly Garden –

Barbara Buckley and crew continue to clean out the rest of the garden area. They have been pulling up Ruellia and researching butterfly plants that will do well in the garden.

Circle Gardens –

Becky Leugemors will stay on as Chair until Georgia Moncrief from the class of Fall 08 will take over. Becky met with the Fall class of 08 and planted some winter flowers that were growing in the greenhouse.

Cottage Garden –

Dr. Welch was out to teach one of his classes and enjoyed his stroll through the cottage garden.

EarthKind Rose Garden –

Mary Beth continues to monitor the roses.

Everyone's Garden (the E-Garden) –

Still looking for a Chair. Many areas were weeded and cleaned out and several plants from the greenhouse that had Fall color were planted.

Front Yard -

No report.

Greenhouse -

See Greenhouse Report.

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Herb Knot Garden –

During the Saturday workday Carol Blanton and others trimmed the boxwoods, weeded, and cleaned the pathway. They also planted some chervil & parsley and laid gravel and landscape timbers. Carol has found a place where lavender will actually grow. It will actually grow in gravel.

Japanese Garden –

Maria Blaise is going to replace some dead plants, clean up the bog area and work on the irrigation problems. Cheryl Huber was in town and she did have the opportunity to work in the garden and she sent an email to Maria noting some ideas/suggestions for the garden. She will be back in December and would be happy to help Maria with the bog area.

Native Garden/Rain Harvesting –

Don Parkhouse and Catherine Pennington have been working together on the Rain Harvesting project. Don is working on all aspects of the project and has put together a design that has exact measurements. He is also working on ordering the cistern(s). Don, Margo, Cliff, and Glenn took a trip to the Montgomery County Extension Office to gather information on how they do their rain harvesting. Cliff and Glenn checked out their greenhouse. Catherine has been working on the contractors to install the windmill. Don Brady from the county wants to see the windmill moved to a safer location because of safety issues. He suggested that it be moved to a location out back and to actually have a true running windmill. Discussion will continue on that issue.

Rose Garden –

Faith Bickley and Nery Voss have been pruning, weeding and looking for new roses.

Vegetable Garden –

Patty and helpers have been getting together during the week. They have transplanted a few fall crops and have planted some pea, lettuce and spinach seeds. Some of the summer plants e.g., tomatoes, peppers and cucumbers were put in pots and will continue to grow through the winter in the greenhouse. The broccoli and kohlrabi love the cool nights and continue to grow very nicely.

Vineyard –

No report.

Water Garden –

No report.

Yardwise/Compost –

We will be getting in contact with Valerie and Diana to find out when we can help them with mulching the leaves, branches and scraps that are in the composting area.

Miscellaneous –

- ❖ On October 23, Margo, Jane, Cindy, Bill Young and Don Parkhouse marked all of the trees and the area for planting. The week of October 27th Dwight came out and dug holes. The Saturday, November 1st workday was designated for planting the trees. They are now in the ground and they look beautiful.

- ❖ ground and they look beautiful.
- ❖ On 10/23/08 Jane and Cindy met with Jim Cowan to talk about the sprinkler system. In the next month he will examine every section of the system and will give us a report on what should be done. Right now he would like the whole system to be shut down. The Chairs have been notified to make sure to water during the dry times. Jim should have a report to us by the end of December.
- ❖ Fence Project – Cindy met with Apache Fence Company on November 7, 2008 to show him around the grounds for measuring. We have received one quote and are waiting for Apache to email the other one. So that we have several ideas/choices, a bid for chain link and another for metal/wrought iron will be done. The 2 bids should be presented at the next board meeting.
- ❖ We will be sending budget information to Chairs this week. Chairs will fill out their section in the spreadsheet, make additions and send it back to us. The deadline is December 1st, 2008.
- ❖ Margo has found a great way to make sure that the new trees get watered. It takes out the out the human error factor. The new invention is called “tregator” irrigation bags. Should we order some and how many?

2008 FBCMG Fall Garden Tours
Report to the Board
November 12, 2008

Four consecutive weeks of Sunday afternoon tours of master gardeners' residential gardens concluded successfully on November 9th. Judging from comments received from both hosts and attendees, the intended purpose of providing opportunities for master gardeners to become better acquainted, thereby fostering better member relations, and learn from each other while visiting gardens was achieved. Estimates by some of the hosts indicated that up to 40 people visited their gardens. Though the attendance numbers were slightly lower than desired, we were satisfied with the counts, considering the fall season offers more activities than one can possibly attend.

Twenty-six master gardeners (20 gardens in Fort Bend County plus three gardens in Wharton County) invited fellow master gardeners and their families into their gardens as part of this Member Relations project. All of the gardens were in top shape even though "informal, as is" conditions were emphasized. It later became a joke among many about making one's garden "as is".

A personal handwritten thank you note and a gift card from the Enchanted Nurseries were given to each master gardener host to show appreciation.

APBees disseminated information about each week's tour and proofed driving directions were posted on the website along with pictures of previous weeks' tour attendees and gardens. The fabulous fall weather each Sunday provided a real bonus for participants.

Plans are already being discussed by committee members for ways to improve next year's informal fall garden tour project.

Submitted by Marilyn Almon
Chair, Fall Garden Tour Committee

FBCMG 2008 Unfinished Board Business as of November 12, 2008

As a result of researching the minutes from January to October, 2008, the following items of unfinished business remain for this year's Board of Directors. These items were taken in chronological order from the minutes. The listed items are not meant in any way to diminish the positives accomplished by the Board this year!

1. Website warning about links, indicating that FBCMG has no control over sites once the website is left...Children's Privacy Protection Act was referenced
2. It was suggested that guidelines be designed for future cases of endorsement on the website. This was in reference to linking to the Katy Home and Garden Show where FBCMG members manned a booth.
3. Master gardener general opinion surveys
4. Creating options for master gardeners with physical limitations to obtain their required 8 garden/greenhouse/hotline hours
5. Creation of a hospitality committee for the garden workdays
6. Obtaining a garden historian
- ~~7. Obtaining a large metal sign to be placed between the 2 front buildings~~
8. Changing the monthly meeting time to 6:30 social and 7:00 program to get people home earlier. Possibly expanding the programs to 90 minutes
9. Creating guidelines for the Outdoor Classroom usage
10. Creating an inventory of office and garden equipment
11. Designating an equipment manager responsible for checking out equipment on workdays
12. Implementing a mentoring program
13. Obtaining and posting entomology info (insect cards) on website
14. Removal of 2 diseased citrus trees on the grounds – consulting with Cliff about removal
15. Dedication of Outdoor Classroom
16. Guidelines for flag design contest
17. Creation of storm prep check list that could be posted on website
18. Posting of updated Operations Manual on website...Marilyn will take the responsibility for updating and will send to Robert for posting asap. The text portion is in good shape, but the appendices need some work.
19. Other items?