



**Fort Bend County Master Gardeners, Inc.  
Board of Directors Meeting  
September 8, 2009**

**Attendees –**

*Board Members Present:* Glenn Dresner, Brenda Dresner, Peg Turrentine, Marilyn Almon, Robert Goehring, Ginny Grant, Jane Gray, Jodie Douglass and Susan Peacock

*Board Members Absent:* Nat Gruesen, Cindy Fairbanks, Mary Beth McCaughey, and Barbara Brannon

*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** – Glenn Dresner called the Board of Directors meeting to order at 6:38 p.m.

**Approval of the Minutes** – After a motion by Jodie and a second by Peg, the minutes of the August 11, 2009 Board meeting as amended were approved by all.

**Officer and Committee Reports:**

President – Nat Gruesen

- No report; Nat was not present.

Vice President – Glenn Dresner

- No report.

Secretary – Susan Peacock

- Susan reported on the follow-up to the request by the Board last month to research previous minutes to determine the original intent for the FBCMG Visa card. She reported that at the February 11, 2009 Board meeting, a motion was approved “to apply for a bank debit card to be used to pay for web hosting and domain fees. Robert would maintain possession of the card.”

- Susan also stated that she will be out-of-town at the time of the October Board meeting and not able to take the minutes.

#### Treasurer – Peg Turrentine

- Peg's report is attached to the minutes.
- Peg reported that the Bonsai Class income and expenses broke even. Marilyn added that the class had an attendance of 19 and went well.

#### Past President – Mary Beth McCaughey

- Mary Beth was not present but she sent an email to the Board which was read during the meeting. The email stated that it is time to form a Nominating Committee to recruit members for the Officer positions for next year. She plans to recruit two individuals in addition to herself to present a full ballot of candidates by the end of October. Input from the Board is welcome.
- There was a discussion by the Board on the timing of these activities. Marilyn is checking the bylaws to confirm that candidates are to be announced and voting takes place at the November membership meeting.

#### Awards – Jodie Douglass

- No report.

#### Communications – Robert Goehring

- Robert's report is attached to the minutes.
- Robert reported that he turned over possession of the FBCMG Visa debit card to Peg the day after the last Board meeting. Glenn introduced a discussion on determining the intended use of the card and documenting this. Peg mentioned that there are times when the Visa could be needed for backing, e.g., when a check or cash is not accepted. Proper documentation will need to be submitted to the Treasurer whenever the card is needed. Peg and Jodie volunteered to develop guidelines for the use of the card and present back to the Board as an item under Old Business.
- Robert reported that the next deadline for material for the *Grapevine* is 10/26/09 for the November issue. He plans to continue a monthly schedule and will see what the response is. Material from members should be sent to Robert.
- Robert included a report from the Mary Ellen Twiss, Publicity Chairman, in his report (see attached).
- Robert explained the Mailing List Testing from his report.

#### Community Relations – Brenda Dresner

- Brenda's report is attached to the minutes.
- Brenda reviewed the speaker schedule for the FBCMG Monthly Meetings which is set through February 2010.

- Brenda reported that Steven Chamblee had posted some of the pictures he took when visiting FBMG on the email newsletter of Neil Sperry's *Gardens*, giving FBMG some good publicity.

Fundraising – Barbara Brannon

- No report; Barbara was not present.

Greenhouse – Glenn Dresner

- No report.

Landscape –Cindy Fairbanks and Jane Gray, co-chairs

- Cindy and Jane's report is attached to the minutes.
- Jane went over the items in the report and added that the Chair for the Vegetable Garden has resigned. A Square Foot Garden is being designed for the Garden.
- Jane also reported that a big Work Day is planned with lots of mulching and MGs are needed to talk to the public.

Member Relations – Marilyn Almon

- Marilyn's report is attached to the minutes.
- Marilyn discussed the status of the Paint Texas with Wildflowers project. Verbal permission has been given by Walter Hambrick with TXDOT to proceed. Project must be completed by the end of October. A decision must be made on what type of seed to sow and what area to plant. Bluebonnet seed is expensive and can be hard to find. It was suggested that something else be sown this year and possibly bluebonnets next year. Various areas were suggested by Board members and other suggestions can be sent to Marilyn. Marilyn will be talking with Walter about the area.

Youth Activities – Ginny Grant

- Ginny's report is attached to the minutes.
- Ginny reported that JMG is working to establish a garden program with Briargate Elementary School. A program is being given to science and math teachers there tomorrow. It is hoped to get more JMG activities going in the core schools.

**Standing Committee Reports:**

Governance Committee

- No report.

**Extension Service Advisor Reports:**

CEA – Horticulture – Shari Koch

- No report.

### Master Volunteer Coordinator, Fort Bend County – Margo McDowell

- Margo reported that the Monarch Butterfly Castle has been received and she will be sending out an email to get butterflies and chrysalises. Setting up for the AGtivity Barn will be 9/23/09 for the event which runs 9/25/09 to 10/4/09. FBMG will be on a different side this year so it may not be as hot as it was last year.
- Margo said that the Fall Master Gardener class is going well.
- Purchase of a new camera and a good memory card has been approved and Margo will be deciding which one to buy.

### **Old Business:**

#### Unfinished Business from Prior Year

- Marilyn asked about the status of the dedication of the Outdoor Classroom (Item #15). Brenda will be organizing the planning of this.

#### Member Opinion Survey Task Force

- Glenn inquired about the status of the task force which was to meet to review the results of the member opinion survey and formulate responses. Ginny reported that the task force (Ginny, Marilyn, Robert, Margo and Shari) talked a couple of times about the survey results. It was decided that other perspectives were needed and some other members were asked to participate. Ginny facilitated the discussion and seven operational issues and three social issues were identified. Requests for better communication were a common theme among the responses and plans for how to provide ongoing communication to the members were discussed, e.g., the *Grapevine*. The task force will meet again in a couple of weeks and report back to the Board by the end of October.

#### Windmill

- Jane stated that Catherine suggested that bidding for the windmill be opened to other Master Gardener groups as well as individuals. Catherine has some information on the windmill that she can supply.
- Robert said that he had not received any information from Nat on this.
- Glenn and Margo have looked on eBay and priced the top portion of a windmill like this one, not including the stand, as selling for about \$2500 so the windmill should be able to be sold without taking a loss.
- The sales tax will depend on who the buyer is and the buyer will be expected to pay delivery costs. It will be necessary to determine if any parts are missing before offering the windmill for sale.
- A minimum bid will be set. Peg will contact Philip Hammond, accountant, and bring information back to the Board.

### Liability Insurance

- Ginny reported that the insurance agent in El Campo has not gotten back to her yet. She has also contacted another company that Shari got from the Tarrant County MG Association.
- It is estimated that the insurance will cost approximately \$500-700 yearly.

### Other

- Brenda said that she asked the upcoming monthly meeting speaker, Kathy Adams Clark, about her food preferences and she will email Board members about where to meet Kathy for dinner before the meeting.

### **New Business:**

#### Election of Officers

- According to the Bylaws (Article XI, Sections A & B), both the presentation of candidates for office by the Nominating Committee and the election of officers by printed ballot will occur at the November membership meeting.

#### Native Garden Budget Request

- Jane presented to the Board a request for additional funds for the Native Garden in the amount of \$350.00 (see attached request for details). Robert made a motion to approve this request. Marilyn seconded the motion and it was approved by all.

Glenn adjourned the meeting at 8:34 p.m.

The next regularly scheduled Board meeting will be held on Tuesday, October 13<sup>th</sup> at 6:30 p.m. in the Extension Annex.

Respectfully submitted,

Susan Peacock

Secretary, Fort Bend County Master Gardeners, Inc.

Submitted 10/6/09

## **September 2009 Communications Report**

Submitted by: Robert Goehring

### **Website**

- Visitor count for August: 10,850.
- Re-design continues. Initial testing should begin in October after peer review.
- Top pages visited include Perennial and Fruit Tree sales (photos mostly), Entomology, and Members Only pages.

### **Blog**

- Visitor count for August: 2,358. Lowest number of visitors/day: 43 on 8/26. Largest number of visitors/day: 123 on 8/31.
- Approximately 613 feeds. This indicates RSS<sup>1</sup> feeds to other blogs/websites (for monitoring)
- Top 3 viewed blog entries: Successfully Drying Herbs at Home – 144, Successfully Freezing Herbs at Home – 100, Lavender festival in Blanco Texas - 60

### **Mailing List Testing**

- Initial testing of [fortbendmastergardeners@fbmg.com](mailto:fortbendmastergardeners@fbmg.com) consists of 10 volunteers who have signed up for the service.
- All possible permutations of sending emails (from moderator, members, and guests) have been tested.
- Guest emails are not posted unless approved by moderator.
- Testing will terminate soon. Decision on Mailing List usage should be on the agenda for either the full Board or the Strategic Planning Committee.

### **Email Distribution**

Not tested yet but would allow one person to send out emails to entire membership. No opt-in/opt-out option. Limit of 1,000 emails per month. Next 1,000 would cost \$0.99.

### **The Grapevine**

- **Deadline for October edition is 12:00 noon on 25 September.** Any articles received after 12:00 noon on that day will be saved for later editions. At noon, newsletter will be forwarded to Co-editor (Marilyn) for final editing. Issue will be forwarded to Margo on 29 September for final editing and approval. Firm publish date is 1 October (unless Shari, Margo, or Marilyn have different opinions).
- Currently at 12 pages with space for President and Master Volunteer Coordinator articles. Additional articles may be included before edition is finalized.

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<sup>1</sup> RSS (translated as “Really Simple Syndication” or “Rich Site Summary” is a family of web feed formats used to publish frequently updated works such as blog entries. Web feeds benefit readers who want to subscribe to timely updates from favored websites.

## Blog Information

Current number of **Administrators**: 2 (Robert and Barbara)

Current number of **Editors**: 3

Current number of **Contributors**: 3 (Robert, Marilyn, and Faith)

Current number of **Subscribers**: 15 (of which I believe one is a spammer)

**Administrators** have all rights to read, write, publish, delete, and manage user accounts. Also can change the theme of the blog.

**Editors** have all rights to read, write, publish, and delete.

**Contributors** have all rights to read and to write but not publish.

**Subscribers** can submit comments. First time comments are moderated by the Administrator.

**Guests** can read the blog entries.

Our current system allows up to 5 blogs. I recommend only one blog should be active.

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## Mailing List Information

Maximum number of Mailing Lists available: 5

Number of active Mailing Lists: 1 (testing)

### User types for Mailing Lists

- **Moderator** – The moderator is the “owner” of the account. The moderator receives emails from each person who subscribes or unsubscribes from the list. Also, any email sent to the mailing list from the moderator’s email account will be distributed to the entire subscriber list.
- **Subscriber** – The subscriber is a “member” of the mailing list.
- **Guest** – A visitor not subscribed to the mailing list. A Guest may find the email address of the Mailing List

### Mailing List Options

- **Moderator Only List (or One-way)**. This option restricts emails from anyone who is NOT the moderator. Only emails received from the Moderator’s email account will be sent to the Mailing List. Emails sent to this list will be forwarded to the Moderator who can either approve it (it goes to the list) or deny it (email is killed).
- **Moderator and Subscribers List**. This option allows anyone who is subscribed to the Mailing List to be able to send emails to the entire subscriber base. This is a way to have a Discussion List in that each member can add their comments to the group as a whole.
- **Open List (or Unmoderated)**. This option is NOT RECOMMENDED as anyone who sends an email to the list (whether Moderator, Subscriber or Guest) is posted to the entire mailing list.

## Publicity Chairman Report September 2009

I notify newspapers, magazines, community newsletters and online calendars of the Fort Bend Master Gardeners' activities in the gardens on our workdays, the Green Thumb Seminars with their topics and the Master Gardeners' Meetings along with program announcements. I also send out announcements for our Fruit Tree Sale and Perennial Sale.

I currently send announcements to 13 newspapers, 1 daily, 12 weekly. Also I submit events to 4 monthly magazines and 4 quarterly magazines. Announcements are sent to 7 community newsletters along with 1 Community Newsletter Service and 5 online calendars.

Press notices are sent to Sugar Land, Richmond, Rosenberg, Wallis, Katy, Pleak, Brazoria County, Fort Bend County, West Houston and the online calendar of *Texas Gardener*, "Seeds".

Submitted by

Mary Ellen Twiss

Fort Bend County Master Gardener Publicity Chair

281-242-8613

twiss@hal-pc.org

**September 2009 Community Relations Report**

Submitted by: Brenda Dresner

<b>DATE</b>	<b>SPEAKER</b>	<b>TOPIC</b>	<b>SPEAKER INFO</b>
Sept. 17, 2009	Kathy Adams Clark	<b><i>“12 Ways to Improve Your Nature and Garden Pictures”</i></b>	Kathy and her husband are nationally known for their expertise in teaching others the techniques to make your pictures “live and breathe”.
Oct. 15, 2009	Jaime Gonzalez	<b><i>“Exploring the Katy Coastal Prairie”</i></b>	Jaime is the Community Education Manager at the Katy Prairie Conservancy.
Nov. 19, 2009	Ray Ponton	<b><i>“Rose Hybridizing for the Common Gardener”</i></b>	Ray is a well known rose hybridizer in Texas and has a vast amount of knowledge to share on roses.
Dec. 2009	No Program		
Jan. 21, 2010	Tom Leroy	<b><i>“Preparing for Citrus, Nuts, Trees, &amp; Fruit Season”</i></b>	Tom is an AgriLife Extension agent for Montgomery County and a frequent instructor for our Ft. Bend Master Gardener classes. Tom has extensive knowledge of trees, including citrus, fruit, & nuts. His topic will prepare us

			for the <u>Feb. 13, 2010 Citrus &amp; Fruit tree sale.</u>
Feb. 18, 2010	Justin Mechell	<b><i>TBA-Concerning Water Conservation</i></b>	AgriLife Extension Program Specialists

## **September 2009 Landscaping Report**

Submitted by: Cindy Fairbanks/Jane Gray

### **Berry Patch –**

Will be taking out the wedelia and replacing it with valentine roses (repeat bloomers). Weeded and mulched during the Saturday workday.

### **Butterfly Garden –**

Applied some composting in the garden during Saturday workday.

### **Circle Gardens –**

Mulched and weeded. Worked on Wednesday and Saturday to get it cleaned up.

### **Cottage Garden –**

Visitors to the gardens this weekend really enjoyed looking around the cottage garden. Becky and Faith started applying small amounts of compost.

### **Earth Kind Rose Garden –**

No report.

### **Everyone's Garden (the E-Garden) –**

Mary & Don continued to pull weeds and lay down some compost to get the soil in better condition. Will be applying mulch at a later date. Also found a few wasps nests.

### **Front Yard –**

Working this Wednesday to pull out dead plants and replace with new grasses and flowers. Need to work toward getting some irrigation installed.

### **Herb Knot Garden –**

Carol was out on Saturday and had some help from one of the associates master gardeners. Trimming was done to some of the boxwoods.

### **Japanese Garden –**

Irrigation is getting better. Maria had some great gardeners helping her dump compost in many of the areas. Weeding and pruning was done.

### **Native Garden/Rain Harvesting –**

Saturday workday consisted of tackling the undergrowth and overgrowth. Great help from two associates. Ed Plant worked on drawing and measured for the cistern. It was a very productive day.

### **Rose Garden –**

Rose garden is looking great. Weeds are under control because it is so well mulched. Faith is taking out duplicate roses. Trying to have just one of each kind.

### Vegetable Garden –

Compost was tilled into existing soil and some vegetables were planted.

### Vineyard –

James mowed and weeded around the vines and roses will be planted around the exterior.

### Water Garden –

It looks splendid since it was cleaned out.

### Yardwise/Compost –

Valerie & Diana came out on Saturday to cut up branches and tidy up the compost area.

### Outdoor Classroom Gazebo –

Waiting for cooler weather to lay down walkway and put in roses by the entrances. Getting ready to plant some fall color.

### Miscellaneous/Discussion–

- We had a huge workday this last Saturday for the workday.
- Many visitors stopped by the gardens. The ones that were interested were given information on the classes. Jane & Cindy gave many tours.
- A request for a budget increase of \$350.00 for the Native Gardens has been given by Chair Catherine Pennington. See attachment for details.
- Eleven people are signed up for the Landscape Design class by Mary Palmer and Hugh Dargan scheduled for Sept. 11 & 12.
- Jane & Cindy are planning to have a meeting with the chairs to discuss educational goals.
- Nature's Way compost was delivered to the gardens for this weekend's workday.
- Do we want to purchase small hand tools like trowels, etc. to keep in the barn?

### **NATIVE GARDEN BUDGET REQUEST --9-8-09**

The Native Plant Garden is maxed out on the budget this year. The budget was \$500, and expenditures so far have been \$549. Treasurer, Peg Turrentine.

Thus the Native Budget requires more funds.

\$ 49        to balance the budget for Peg

Additionally we need:

From Lowe's:

\$ 29.96    for 2 acrylic flyer holder boxes; each one holds 75 sheets~one for info. on rainwater harvesting, one for native plants.

\$ 42.98    for 100' 5/8" no-kink hose

\$ 6.98     for adjustable nozzle

\$ 11.98    for Plastic wall mount hose holder with storage space

From Buchanan's Native Plants

\$ 24.90    for Native seeds

\$178.00   for Native plants

**\$343.80    [or make it \$350 for convenience]**

September 2009 Member Relations Report  
Submitted by Marilyn Almon

**Bonsai Workshop** Held on August 15th, 19 participants created bonsai specimens using Willow Leaf Ficus. Hurley Johnson instructed the class through the steps of plant selection, removal of the plants from their nursery pots, severe root and top growth pruning, securing the plant to the pot, planting, and wiring to manipulate the branches into a desirable formation. Everyone had a new project as well as bonsai instructions to take home.

**Fall Field Trips** The first fall field trip will be to visit the Victoria County Master Gardener Demonstration Gardens (VEG) on Tuesday, September 22nd. Sign up information for this trip and for the October and November field trips is on the website.

**Fall Garden Tours** October 25th and November 1st are the dates for this year's Master Gardener informal garden tours. Several members have volunteered so far to open their gardens for the tour. Plans will be finalized and announced by the end of this month.

**Paint Texas with Wildflowers** Verbal permission has been obtained from Walter Hambrick in the TXDOT District Office to proceed with this project. After the location for seeding is determined, a permit will have to be issued. If FBCMG wants to participate in the project this year, seeding will need to be completed before the end of October.

## September 2009 Youth Activities Report

Submitted by: Ginny Grant

JMG Meeting – Briargate Elementary, FBISD – ongoing meetings

Group met with the Principal and science teachers to discuss JMG program. We will be providing a JMG Orientation program for science and math teachers on September 9<sup>th</sup>. Additional teacher training session scheduled for September 22<sup>nd</sup>. Meeting with gardening club students on September 14 and 15 to discuss garden plans and JMG activities. Shari Koch, Shelley Pappas, and Tim Sandles represented Extension.