

**DENTON COUNTY MASTER GARDENER ASSOCIATION
BOARD MEETING
January 6, 2010
Extension Office Conference Room
10:00 a.m.**

I. CALL TO ORDER

President Connie Gregory called the DCMGA Board of Directors meeting to order at 10:02 A.M. at the Texas Agrilife Extension office in Denton, TX.

In attendance were Joe Bendzick, Annell Burns, Lucille Del Vecchio, Wally Gehrke, Connie Gregory, Sue Hudiburgh, Janet Laminack, Maurine LeBeau, Susan Loos, Shirley Manfredi, Mary Morrow, Cindy Reese, Martin Richards, Caroline Tinner, Linda Williams, and Donna Wolfe.

II. MINUTES

Minutes for the December Board meeting were forwarded to the Board via e-mail by Sandy Hiatte, posted to the website and available at the meeting. Connie requested that the spelling of Cindy Reese's name be corrected. It was moved and seconded that the minutes be accepted as presented with the spelling correction. The minutes were approved.

III. TREASURER'S REPORT

Shirley presented the final 2009 DCMGA Financial Report, including December activity. YTD expenses were \$30,687.09 and income was \$34,058.71, for a net gain of \$3371.62. \$19,649 will be brought over to 2010 from 2009. Shirley has details of all income and expenditures, which she will keep for the audit, tentatively scheduled for Jan 11.

In December, the board authorized moving \$2000 from the Money Market to the checking account, but as of this morning, we have almost \$3000 in checking, with additional checks to be deposited, so Shirley did not move the funds between the accounts after all.

Shirley has ordered Quicken software.

For 2009, we will have to file the long form for our Federal Income Taxes. Shirley has talked with a CPA, Victoria L. Kuithe, who has non-profit experience, and who estimates the cost to prepare our taxes at <\$1000 (@ \$55/hr). Shirley recommends that we engage someone this month. The consensus was that Shirley should pursue engaging and working with Victoria, so she will go forward with that. The treasurer's report was accepted.

IV. COMMITTEE REPORTS

- A. Vice-President – Martin Richards Martin announced that we need paperwork for all projects. Connie said that we have coordinators for all projects, and she will get a list to Lucille and Mary at their request.

- B. Communications Director – Lucille Del Vecchio Lucille is recruiting for her committee. She will have a handout for the February meeting, listing events and activities 2 months ahead. Lucille asked that all publicity requests use the standard form, available on our website. Linda commented that sometimes it doesn't seem like the form fits, but Lucille asked that we fill out "who, what, where, when and why" on the form and attach additional information if needed. If anyone has suggestions for improving the form, let Lucille know. Lucille is considering assigning people on her committee to each project, so that they can work with specific project managers.

Lucille will be putting info on all news websites about graduation and about the new class starting this year. Janet suggested that we publicize that we are giving Dennis (of Dennis's Feed Store) an award, also.

We will need to get pictures at the graduation, especially of graduates and honorees. There is no designated photographer yet.

- C. Education Director – Wally Gehrke
1. Adult Education: There is a meeting at 1 P.M. today on the proposed intern class plan. He said that the Speaker's Bureau needs speakers.
 2. Children's Education: There is a planning meeting scheduled for SWAT II on 1/14 at 1 P.M. (Janet may need to move this.) There will be SWAT training sessions 6/15-17, and 8/10-12.

Monique Goodhart will chair adult education and Lisa Van Horn will chair children's education. Jenny Estes is coordinating SWAT. Wally is working on defining the duties of each chair and the communication flow.

- D. Delegate at Large – Annell Burns No updates this time.
- E. Report of County Coordinator – Janet Laminack No updates this time.
- F. Volunteer Coordinator – Donna Wolfe Intern letters have gone out, and so far no one has declined.
- G. Other: State meeting 12-5-09 – Connie Gregory
1. Interns can sign up directly at state website to get the state newsletter. Linda commented that Donna can also send the state a spreadsheet of new interns so that they will all be automatically signed up.
 2. Go Texas (Earthkind) is being expanded, adding quite a few varieties of roses.
 3. 2012 conference may be in San Antonio.
 4. Chartering needs to be complete by the 30th.
 5. There was a presentation on the 2010 state conference. The cost is \$235 before March 1 and \$279 after. Friday only is \$209. Go to state or Dallas MG websites for agendas and more information.

V. ANNOUNCEMENTS/GROUP DISCUSSION

- A. New Intern Class Donna said that there will be 30 in the class. Originally the target was 25, but we felt there were 30 good candidates. Classes will be at Extension center. The Copeland center was not available for all classes and we would need to take equipment, etc. Copeland might be a possibility in 2011. The 2010 classes start on Feb 2 and end May 4. There is a meeting this afternoon to discuss itinerary and brown bags. If anyone would like to be on the agenda, see Martin or Donna. The Garden Tour/Plant Sale coordinators will need to do a pitch. Mary will post the brown bag lunch schedule on the website.

Linda said that we advertised \$150 for new class, but we have never voted. It was moved, seconded and approved that we set the fees at \$150. Donna verified that \$150 was stated in the invitation letters.

- B. Mentor Committee – Maurine LeBeau The committee (Pam McClimon, Adele Petty, Julie Levine., Anell Burns, Maurine LeBeau) has met by email. Maurine is working on a spreadsheet list and has had a good response; they are about half done with assignments. A meeting is scheduled for Jan 12 at 1:30. Mentor training will be held on Jan 19.

Anell Burns asked and Linda said that AT hours for each brown bag session is 0.5, so a full class day is 5.5 hours.

- C. Graduation Linda is looking for a photographer. We have approximately 70 confirmed attendees so far. Mary is working on awards and decorations. Connie and Sue selected the menu. Steve Chamblee's presentation will be "Prickles, Pebbles and People: Living in Harmony". Janet will do certificates with Linda. The plan is to distribute new nametags for interns at the dinner. Mary will contact Jennifer at Celebrations and do place cards for tables up front. Myrna will not be coming for her award, so we will present it at a later date.

- D. Spring Tour/Plant Sale – Carolyn Tinner, Susan Loos We have 5 gardens: Patsy Day and Laurel Wallace (Pilot Point area), Terri Smith (Flower Mound), Gracie Egen (Bartonville), and Brent Bloechle (Double Oak). Possibility also Sarah Roland (Pilot Point). Mary will do Diggin' Deeper again. The date is Saturday, May 8.

Shirley Manfredi will be in charge of the plant sale. The team: Peggy Durette, Carol Fitch, Brenda Wellenreiter, Sandy Read, Renee Laidlaw, and Monica Chaffin. Linda Krimm will consult. There is a meeting scheduled for 1/15, where the location will be discussed. Shirley would like to use the church again; the only possible negative is this year there are no gardens in that area.

- E. Membership Renewal Form – Shirley Manfredi As a result of discussion at the retreat, we have a new form to update contact information and get

a list of members' event interests. (Shirley will update the form to add the demo garden.) Shirley is collecting these forms with dues and has had a good response. She is compiling the results. There was discussion about how the information could be used. Lucille pointed out that current data needs to be readily accessible for whoever needs it, so ideally it could be available on the website. Shirley will keep it up-to-date for now.

Donna said that she updates the roster once a quarter and distributes it at meetings.

Sue Newhouse would like to work with Master Gardeners who don't have much availability during the week to see how we can get them more involved on weekends. We could put together a committee to look into this and have Sue lead this. Connie will call her to discuss.

- F. Audit – Peggy Widmer Peggy was unable to attend. The audit is tentatively scheduled for Monday, 1/11.

- G. Website – Mary Morrow and Sue Hudiburgh Mary and Sue discussed possible use of Grovesite or Web Expressions to manage the website. Choices will impact the budget. Sue attended a webinar on 12/9 that discussed Federal/State/Extension requirements. The Extension is promoting the use of Grovesite, which is currently used by several Master Naturalist and Master Gardener organizations. However, sites constructed using Grovesite tend to be similar, and there is disagreement about whether that's a good thing. Janet commented that the Extension is imposing standards and requirements on web sites and use of social networking sites more often lately. Moving to Web Expressions will cost approximately \$400. It appears that Grovesite use is free through the Extension, but we haven't had a confirmation of that; we've had difficulty getting a response from our Grovesite contact at the Extension.

Another item discussed was online management of contact information, and online hours tracking. One option is to sign up for an online service, such as Volgistics, which is used by other local non-profits. The cost is fairly high, though: \$52/month for 200 members and 4 administrators. Mary said that she believes that we can implement our own online forms and update of a database. Frontpage offers that facility, and possibly Web Expressions. Grovesite may also provide that.

The website team will meet to discuss and decide the best options. Janet will see if she can help with the Extension Grovesite contact.

- H. Demonstration Garden – Cindy Reese Cindy presented a proposed map of the garden site, along with goals and projected costs. Plans include a training area. First phase work will concentrate on the entry into the garden, raised vegetable boxes, service area with tool shed and greenhouse, composting area, and focal point garden. Concrete blocks are planned for raised beds, and the garden will feature plants suited for the county, a variety of hardscape materials, xeriscaping, and rainwater harvesting. There is a contest planned to design the focal point,

emphasizing recycle/reuse. The greenhouse is planned to be a hoop house, and we are considering propagating plant material ourselves. We can harvest rainwater from the greenhouse and tool shed, and from overflow from the building next door.

Home Depot and Lowe's are interested in assisting, probably with materials, and Cindy is meeting with them. Cindy is investigating Dyno Dirt costs--if discounts are available.

Feedback is that residents nearby will be interested in getting involved. We are hoping that success will encourage county commissioners to keep the garden permanently in the planned location.

Plans are to start construction in February. Cindy is working on a project initiation form, so that we can formally approve the demo garden as an official project.

VI. OPEN DISCUSSION

- A. Mary: The newsletter deadline is Feb 12. The website has been updated for 2010, and she is working on the directory for the new class.
- B. Annell: Tree House Elementary School and Denton Preschool were thrilled with our contributions from the Christmas party.
- C. The Christmas party was well received. A good time was had by all.

The meeting was adjourned at 12:08 P.M.