

DENTON COUNTY MASTER GARDENER ASSOCIATION
BOARD MEETING

February 7, 2011 6:30 p.m.
Land and Cattle Steak House

I. **CALL TO ORDER:** Meeting chairman Jenny Estes called the Board of Directors meeting to order at 6:50 P.M. In attendance were Diane Almand, Zoe Broxson, Susan Cosio, Jenny Estes, Wally Gehrke, Lynda Harvey, Janet Laminack, Clarice Luce, Diana McMillin, Mary Morrow, Laurel Wallace and Linda Williams.

II. **MINUTES;** Minutes for the January board meeting had previously been forwarded to the board via e-mail by the Secretary. Printed copies were available at the meeting. The minutes were accepted as presented.

III. **TREASURER'S REPORT:** Copies of the financial report were provided at the meeting. Wally reviewed the report. The Treasurers report was accepted as presented and will be filed for audit.

V. **COMMITTEE REPORTS**

A. Project Administration – Diane Almand

Diane Almand reported on the active projects. All have project leaders with the exception of the following: Cool Shade for 3rd Grade, Fall InfoFest, Redbud Days Booth, and Veggie, Herb and Flower Show.

B. Communications – Susan Cosio

Susan proposed and it was agreed that we move technical support from the Communications Committee to the Education Committee. The handbook will be updated to reflect this change. Stephanie Briggs has agreed to be the Technical Support Person and will be assisted by Wally Gehrke.

C. Audit

Brenda was unable to attend. Linda Williams reported that there were two irregularities found in the 2010 audit. One for missing documentation (June 2010 bank statement that had been misfiled); the other for two checks that were missing the second signature. The bank is going to look for just one signature. After discussion it was decided to keep the current requirement of two signatures, however, checks will not be signed in advance, as they become legal tender. It was also determined that we would encourage members to submit bills at the Board and General meetings to streamline the process of getting bills paid in a timely and economic fashion.

Linda also reported that because of a new IRS ruling, we will be able to submit our tax information for 2011 on a short form which will save us \$500. by not requiring the services of an auditor.

D. Programs

Jenny reported that Evelyn McMillen and Debbie Van Ness are the new co-chairs for programs. Programs for the March through June meetings have been finalized and are posted on the website.

The April meeting will be a road trip to Weston Gardens and the Tarrant County Master Gardener Demo Garden at the Resource Connection. The cost will be \$15.00, payment deadline is March 25th. A flyer has been prepared and will be distributed at the next membership meeting.

E. County Coordinator – Janet Laminack

Janet reported that a pipe broke and the county extension office was flooded. Our resource room and conference rooms were flooded, but it appears that all the items in the resource room were moved in time to avoid damage. Our business office was not flooded. Another meeting room in the building has been made available for the Intern Class which is scheduled for tomorrow.

If weather conditions require closure of the extension office on Wednesday, an e-mail will be sent out by Donna advising cancellation of our regularly scheduled membership meeting. In event of cancellation of the membership meeting, the voting for the acceptance of the 2011 budget will be done by e-mail to the membership.

F. Hospitality – Diana McMillin

Everything is in place for morning refreshments for the start of tomorrow's new intern class. Mentors will be providing lunch.

Diana and Clarice Luce are working together on making recommendations for addressing the process to follow for death/illness.

G. Awards – Zoe Broxson

Applications have been submitted to and received by the State Awards Committee. Submissions were made in five categories. Winners will be announced at the awards banquet at the State Conference in April.

H. Advanced Training – Lynda Harvey

The Spring Library Series will be held at the Flower Mound Library. Three programs and speakers have been selected: Lawn/Turfs by Wally Gehrke; Tomatoes 101 by Shirley Manfredi; and Herbs and Cooking by Zoe Broxson. Two more programs will be selected to complete the series.

VI. **ANNOUNCEMENTS – GROUP DISCUSSION**

A. 2011 Interns – Zoe Broxson

The first day of class (February 1st) was cancelled because of weather closure of the extension office. February 8th will be the first day for the 30 new interns. The presentation by Barney Lipscomb has been rescheduled to May 3rd and the last day of class will now be by May 10th. This year there will be a master gardener host at each class to insure instructors have what they need and to assist interns with questions/issues.

B. Grant Committee – Zoe Broxson

The Grant Committee is an offshoot of DiG project team. Committee members are Shirley Singer, Barbara Brown and Susan Cosio. Goals of the committee are to train a group of members on how to be effective grant writers, identify grant opportunities that might be available to us and prepare and apply for grants. The committee is in the process of preparing a facts sheet of DCMGA that can be used to answer questions related to specific grant requests.

C. Budget – Wally Gehrke

The 2011 proposed budget was presented to the board. The following items were identified that need to be amended: 1.) remove from the budget a \$250. expenditure for DCSWCD; 2.) deduct \$1,000 from Graduation Celebration and add \$1,000. to Intern Costs; and 3.) decrease Publicity – not event related to \$100. It was moved by Linda Williams and seconded by Zoe Broxson to accept the budget with the inclusion of these amendments. The motion passed unanimously.

D. Spring 2011 Garden Tour/Plant Sale – Laurel Wallace

Laurel reported a planning meeting is scheduled for February 10 with the various committee leaders. A meeting is also scheduled for February 17th that will be open to the entire membership. We currently have five gardens for the tour and hope to have two more identified for a total of seven gardens.

E. President's Awards -

Jenny reported that the President's Awards will be presented at the March membership meeting.

E. Garden Shop – Sandy Read

Sandy was unable to attend the meeting but submitted her report which included a current listing of the inventory for the Garden Shop.

F. Meeting Place – Zoe Broxson

Work continues on identifying potential locations for the membership meeting. A detailed report will be compiled and presented at the March board meeting. This information will be made available to the membership at the March membership meeting.

G. JMG/SWAT

Jenny announced that Susan Kilpatrick has assumed the duties of Project Manager for SWAT. There are two scheduled training classes: Level 1, June 14th – 16th and Level 2, June 21st -23rd.

VII OPEN DISCUSSION

Tax Free Days – A discussion was held on which two days to use as our tax free days. After discussion, the following was unanimously agreed on: one designated day and one floater day each year. This year the designated day will be the Spring Garden Tour/Plant Sale on May 7th. At the end of the year the floating day will be decided (dependent on the other highest income day).

The meeting was adjourned at 9:05 P.M.

Next meeting: Wednesday, March 2, 2011 at 10:00.