

**Bexarmg Minutes March 21<sup>st</sup>, 2019**

**BCMG Board of Directors**

**Meeting Minutes**

**Opening/Call to Order**

Grace Emery

The regular meeting of the BEXAR mg Minutes- BCMG Board of Directors was called to order 3:03 at March 21, 2019 at the Bexar County Master Gardeners Office by President Grace Emery.

**Present**

President Grace Emery

VP Lynn Cox

Secretary Angie Kirby Buser

Treasurer Kathann El-Amin

Parliamentarian John Van

Member-at-Large Donna Armstrong

Member-at-Large Don Crites

Past President Barbara Lutz

Membership Chair Arthur Vasquez

**Visitors**

County Extension Agent David Rodriguez

Water Conservation Coordinator Anna Vogler

Youth Program Coordinator, Ruby Zavala

Education Chair, Lou Kellogg

**Approval of the Meeting Minutes**

Angie Kirby Buser

Approval of Meeting Minutes moved by

Kathann questioned the procedural status of voting or visitor status. Board members are listed as present. Visitors are listed as non-voting (Anna).

Changes to item number 5 in new business.

6- 50 % means 50 K. Items 5 and 6 will be corrected.

### **County Extension Agent**

David Rodriguez

- A. Good things happening. Board. Rodeo. Spring. Top Tomato Contest. Vegetable gardening. Advanced Training Group has organized. Working with Fanicks who provide gift cards, gift bag of fertilizer provided by Espona. Categories'. See handout. VP Lynn Cox detailed. All ages and counties welcome. This is the direction we want to build on.
- B. Brown Bag- Lou- is a bring your lunch, 12-1. Attracting a lot of people. Reaching out to the public.
- C. Website
- D. Doing lots of talks
- E. Did we get all the invoices in from rodeo? President Emery- they are turned in. Need to go over with David. Meeting with Mark Hanson, Rodeo grounds attraction manager next Monday. Rodeo team needs to review the invoices once submitted. Needed are orderly, itemized receipts for reimbursement. Information is directed to Mike. Rodeo team needs to meet and go over invoices, create master invoice and submit by Tuesday. Grace will coordinate and speak on Tuesday at meeting.
- F. Finalized sales net for rodeo? Kathann- not quite. Waiting on final expenses. Should be done today.
- G. Guadalupe- NEW BUSINESS- GCMG to receive \$1,000.
- H. David was a big part of scholarship. Feels we need to do more than one scholarship. (one \$2,000 scholarship). The way to fix things is more sales. Suggests we need to revisit our contribution to scholarships. Motion Kathann that we put it on agenda for April meeting. 2<sup>nd</sup> Grace. David cautions that we make quicker decisions by table. Scrap motion.

### **Water Conservation**

Anna Vogler

Report in email.

- a. Spring Bloom Fling- sold plants madness. Team did a great job. 225 people in Anna's presentation standing room only. Promoted CULTIVATE! The changed layout – several different tents. SAWS- earth friendly reduced waste, CULTIVATE handouts.
- b. Everything inside.
- c. Earth day event requests coming in.
- d. Lynn moved to accept. Don 2<sup>nd</sup>. Motion passes

Youth Program

- a. Thank MG for helps with teacher training. 4 volunteers gave presentations 99 teachers representing 60 schools. Evals were excellent. Info they could take with them. Will come to follow-up training.
- b. Spring break camp – 24 kids over 3 days.
- c. Upcoming events monarch festival this weekend.
- d. Working with schools supporting them.
- e. Children’s veg garden- looking for presenters May 11 and 18<sup>th</sup>.
- f. Rodeo- great turnout. Excellent work.

Angie moved to accept. Lynn 2<sup>nd</sup>. Passed.

### Education Report

Lou Kellogg

- a. Home and Garden Show– tech problems so
- b. March 2<sup>nd</sup> teacher training
- c. March 9<sup>th</sup> Church in Helotes
- d. Cultivate this weekend
- e. 1-3 grafting class
- f. Turf- 10, 12
- g. Hotspots and internet access- hotspot. Suggests that as a group or individually contact congressmen. Phone companies want the ban back. See handout. Cannot use credit cards if we can’t use hotspots. If location doesn’t have a WIFI to tap into we have to have an access. If we tap into local unsecured, we could bet our credit card information hacked. Lou feels that the board needs to, as a board, write to congress. Lynn moves that Anna draft an announcement for the Leaflet #Save the EBS. Donna 2<sup>nd</sup>. Asap. Passed.

Don Crites moved that we accept education report. Kathann 2<sup>nd</sup>.

Grace- education update Docent training- 19 completed training with 80 Docents to date.

### Treasurers Report

Kathann El-Amin

- A. Kathann to send summary of the March treasury report.
- B. One to the challenges we have is plant sale costs being assigned to program costs. Problem we have is rolling plants. The more we roll them without an inventory, the harder it will be to assign and cost out and get a true picture cost-benefit analysis. We have inventory sheets which must be verified each time. David- every plant sale has made money. We always find a home for each plant for at least cost. The take away is to use inventory sheets to track sales for decision making data. Each event will have a closing and opening inventory sheet. David- Shoot for 40-60 % margin.

David adds that we need to attach a summary sheet narrative to attach to inventory.

Anna- all of the above information is kept in the speakers list excel sheet.

We will be focusing on plant sales for each event.

- C. Budget committee met.
- D. Discussion of specialist training.
- E. Davide- Money from registration pays for background check.
- F. Scholarship- With the best budget estimates, we have Donna motion to create a 2<sup>nd</sup> scholarship. Grace 2<sup>nd</sup>. Motion passes.
- e. Lynn moved to accept budget. Grace 2<sup>nd</sup>. David discussion – we should not cut dues and should provide an explanation. Motion passes.

Vice President, Lynn Cox moves to accept Treasurers Report. President, Grace Emery 2<sup>nd</sup>. Motion Passes.

### Membership

- a. Quarterlies for totaling number of volunteer hours. 80 volunteers did 5,000 hours in first quarter.
- b. Grand total of hours (as of March 18<sup>th</sup>) 575 volunteers 442 CEU hours. No later than December 1<sup>st</sup> for end of year submission of hours. Lynn moves to approve. Grace 2<sup>nd</sup>.

### Old Business

Barbara Lutz, Kathann El-Amin, Lynn Cox

- a. Birdies for Charities \$932. Make an appeal tonight.
- b. Update and approved petty cash policy. Tabled until April. Meeting.
- c. Policy and procedures M10-, M-2. Tabled until next month.

### New Business

President Grace Emery, VP Lynn Cox

- a. Sandy Oaks trip event Tabled to next month.
- b. Projects for state award submission tabled for next month
- c. Budget handled in Treasurer report area
- d. Basil Festival event approval taken off calendar.
- e. Guadalupe- tabled until next month
- f. Lynn moves that she works with Art to develop an article for the Scion and an attachment to MG card detailing dues utility.
- g. Grace 2<sup>nd</sup>. Motion passes.

President Grace Emery moved to adjourn 4:54.

Next meeting, April 19<sup>th</sup>, 2019 at 3:00.

