

**Dallas County Master Gardener Association
Board Meeting Minutes
April 9, 2024**

Attending:

Monica Nagle – President
Abbe Bolich – Immediate Past President
Nancy Black - 1st Vice President (Fundraising)
Sue Smith - 2nd Vice President (Member Services)
Sue John - Treasurer
Leslie Densmore – Secretary
Neal Howard - Director-at-Large
Glen McGee – Director-at-Large
Sara Burke – Director-at-Large
Debbie Wood – Director-at-Large
Barbara Anderson – Parliamentarian
Barry Bloom – Garden Consultations
Rick Coke – Budget Committee
Cynthia Jones – Communications
Cindy Large – Continuing Education; Financial Review Committee
Zandra Faris – Nomination; Financial Review; Communications
Jadi Oliver – TMGA Director
Lisa Reese – Master Gardener School
Tig Thompson – Statistician
Mark Jones – Procurement
Helen Dulac - Nomination Committee
Katerina Graham – AgriLife, Dallas County Horticulture Extension Agent

Absent:

Gwen Cassel – Master Gardener School
Chris Geyer – Safety Coordinator
Joellyn Nobbe – TMGA Director; Investment Committee; School Liaison to the CEA
Margaret Ghose – TMGA Director – Alternate
Cookie Peadon – Speaker’s Bureau
Stephen Seewoester – TMGA Director – Alternate

Guests:

Lisa Centala
Lewis Frias
Jon Maxwell

Quorum: The meeting was held via Zoom. It was called to order by President Monica Nagle at 10:01am with a quorum present.

Approve Minutes from the March Board Meeting

Monica Nagle made a motion to approve the minutes from the March 2024, DCMGA Board Meeting. Abbe Bolich seconded the motion. The motion passed.

President's Report – Monica Nagle

The Public Knowledge Sharing focus continues to gain momentum. A summary of the roundtables was compiled and sent to the membership. Thank you to everyone for your support in this activity.

A DCMGA Media Policy for referencing external websites was drafted by the Board and will be voted on at the meeting.

Treasurer's Report – Sue John

Reports have been distributed. Interest in the amount of \$484.88 from Oakwood for March 2024 was added. Sue made special note of the tremendous sponsorship efforts made by the Garden Tour team. The current budget-to-actual status of the projects' budgets will now be distributed monthly to each project leader. Glen will send a list of project leaders to Sue.

Monica Nagle made a motion to approve the March Treasurer's report. Leslie Densmore seconded the motion. The motion passed.

Past President's Report – Abbe Bolich

There is no report for this month.

Director-at-Large – Neal Howard

Technology Strategy channels have been identified to help move DCMGA forward in standardization and adoption. The Japanese Maple Tree sales form was launched and completed successfully. The Garden Tour online ticket sales form was launched. Plans for April include beginning work on AgriLife contact metrics as well as the PKS metrics. Neal reported a total of 99 Garden Tour tickets sold to date for a total of \$1782.

AgriLife Updates – Katerina Graham

- The Master Garden School is moving along; the new flipped-model format is working well allowing more time for hands-on and Q&A.
- Katerina attended the Growing North Texas Gathering celebrating a 2 year partnership with the Giving Grove. Giving Grove is a national non-profit committed to providing healthy calories, strengthen communities and improve their urban environment through a network of 'little orchards'. Texas A&M provides technical expertise to Giving Grove.
- Edible Gardening for All held a backyard chickens' workday at Lewis Frias' property.
- Katerina supported the 4H Round-up event at Texas A&M Commerce 2-day event.
- The Dallas County Extension staff will host the Texas Community Futures Forum at the Dallas Arboretum.
- Edible Gardening for All in Spanish begins March 15.
- A Jelly Class will be offered to the interns on Sat, April 27 at RB1.

Katerina expressed her appreciation to the Master Gardeners support on the Help Desk for their assistance in handling the increased activity.

New Business

Monica presented a \$200 NBFR for support of fifty additional guests at the Master Gardener Graduation on June 1st. An additional NBFR could be required depending on the number of RSVPs to the event.

Abbe Bolich made a motion to approve a \$200 NBFR for fifty additional Master Gardeners to attend the Master Gardener Class Graduation celebration on June 1st. Leslie Densmore seconded the motion. The motion passed.

A new website and social media Policy has been distributed; it was based on the policy used by the Denton County MGA. The policy states DCMGA will not endorse a commercial company. One part is a statement that will be used on our website with each reference to a commercial company. This statement will then be linked to the Terms of Use document when referencing external resources.

This policy will apply to PlantTAGG. PlantTAGG can state that PlantTagg supports DCMGA but DCMGA cannot state their support for PlantTAGG. For the current PlantTAGG signs at our projects, a piece of tape should be placed on the line that says *"Sponsored by the Dallas County Master Gardener Association."* Project leaders can alternatively take down the sign instead of covering it with tape. The At Home Botanist Plant of the Month articles should remove the DCMGA endorsement as well. This information needs to be distributed to all projects that display PlantTAGG signs. Additionally, Master Gardeners cannot use their MG credentials for anything that is an economic benefit to them personally.

Abbe made a motion to approve the new Website Policy. Sue John seconded. The motion passed.

Raincatchers Irrigation Repair – Lisa Centala

The north garden irrigation is not working; an estimate from the contractor has been requested. Possible scenarios include: the work will be completed under warranty, the estimate can be covered by existing budget, the estimate cannot be covered by the budget and will require a NBFR. Work should be completed by an approved contractor; specific criteria for contractor approval is in the process of development. In the interim, a list will be provided to Lisa of the information required to approve the contractor.

Abbe Bolich made a motion specifying that Raincatchers will provide contractor information from Tony Rizzo that includes liability, hourly rate and workers compensation information. Tony Rizzo will provide a quote for the irrigation repair. If the quote can be covered by the existing budget, the repair is approved. If not, it will be resolved by an NBFR that can be approved via email by the Board. Sue Smith seconded. The motion passed.

Glen McGee decided not to introduce new business for Urban Farm getting a woodchipper. The woodchipper that was offered is no longer available.

Lisa noted that there has been some confusion from the Garden Tour sign, some believe that the tour is at the sign location. There is a QR code on the sign that can be used to provide the location and ticket prices for the Garden Tour. Nancy will discuss this with the Garden Tour team. The suggestion from the Board was to add 'For locations and tickets....' information to the sign.

Master Gardener School – Lisa Reese

These past four weeks, 2024 Interns have been busy learning about various topics: DCMGA Projects, vineyard pruning, vegetable growing, water, irrigation and turf, ornamentals in North Texas, landscape design, Earth Kind Principles and pruning fruit trees. There are six remaining classes. Topics to be covered are composting, entomology, IPM, and organic gardening. Interns will wrap up the course with Final Presentations as well as a take-home Final Exam. Hands-on activities have been an integral part of the classes and have been extremely well received.

Monica encouraged the Board members to attend a class and introduce themselves to the class members. Lisa will send a list of remaining class locations to the Board; setting up Intern Days at the projects is also in progress. The interns will be approved to start earning volunteer hours this week.

Budget Committee and Procurement - Rick Coke

There is no current activity on the budget; the first step will be to create a master list of all the entities that will submit a budget for 2025.

The Financial Document draft has been distributed. Please review the draft and send any questions or suggestions to Rick. Rick suggested that any questions or suggestions be sent to the Board distribution list so that all may be included in the discussion. Monica suggested that the draft documents should be sent to the project leaders as well since they will be implementing the procedures.

Help Desk – Rick Coke

The team will be at North Haven Gardens on the third Saturdays of April and May. The last Saturday at North Haven, the team talked to approximately thirty people. The third Saturdays at North Haven will resume in the fall. It is a busy time for the help desk; approximately 60-70 inquiries are handled monthly.

Monica asked about a QR code or Help Desk information that could be included at Master Gardener information tables. Rick is going to provide this information to the Board and put it on the website. Debbie suggested that printed copies be included in the storage closet with the canopies, tablecloths, etc for PKS activities. Barbara asked about tracking the equipment as it is taken; Katerina suggested that the support staff handle the sign out sheets. Glen is also keeping a list of all who have requested the equipment. Debbie suggested that the equipment should be taken within 1 or 2 days of the event and returned within 1 or 2 days as there are now numerous events requesting the materials.

Garden Consultation Team – Barry Bloom

There is no report for this month.

Continuing Education – Cindy Large

An updated continuing education report was submitted.

Public Education School Liaison – Joellyn Nobbe

There is no report for this month.

Communications – Cynthia Jones/Zandra Faris

PowerPoint slides that compared February and March statistics of the Facebook public page, DCMGA website, Grow, Know & Go newsletter, and Mark Your Calendar communication data were created for the monthly meeting to expand awareness of important website and communication tools. A statement of gratitude to the Communication Team is included.

There is always a constant challenge for website content. Cynthia has requested submission of the following as these would be great content for the website: a summary of the monthly meeting as only about one third of members attend the monthly meeting, report on any special events that were held, awards summary each month, articles from the Speakers bureau, picture of the Board and any other item of general interest.

Speakers Bureau – Cookie Peadon

To date, there have been 76 presentations and over 2391 contacts. Unfortunately, the presentation for Grayson County Master Gardeners in Sherman had to be cancelled because the scheduled speaker had to cancel at the last minute. Cookie asked for anyone who was interested in helping with the growing presentation request load to contact her; there is a special need for speakers on tree topics. Cookie is working on a trifold for Master Gardener publicity at events.

Cynthia asked about the policy for speaker requests that were outside of the Speakers Bureau. Cookie emphasized that peer review of presentations by the Speakers Bureau team ensured quality and accuracy of information presented.

Statistics / Data Report – Tig Thompson

The monthly statistics report has been distributed.

TMGA Director’s Meeting – Joellyn Nobbe

There was no TMGA meeting this month.

Safety Committee – Monica Nagle for Chris Geyer

There was no report for this month.

1st VP Report: Fundraising - Nancy Black

Only 43 days until the DCMGA Garden Tour takes place. The podcast with Janet D. Smith and Elaine Webster sponsored by *“What is going on in East Dallas”* was a success and will be posted sometime before May 18th. Fundraising has been busy and has brought in \$14,500.00 in sponsorships/donations to date. Lastly, the DCMGA Garden Tour was featured online in The Advocate which covers Lakewood, East Dallas and Preston Hollow.

The Garden Tour team has requested that everyone buy a ticket to support the tour and to publicize the Garden Tour event to friends, family, and other acquaintances. Also, if anyone has something that they would like to contribute to the silent auction, please contact the Garden Tour team.

Thirty-two of the sixty-two buyers at the Japanese Maple Sale were not Master Gardeners which indicates that our social media outlets are effective. Nancy asked Rick to please share the reprinted DCMGA brochure with the Garden Tour team so that this information could be available at each Garden Tour welcome table.

The Fall Japanese Maple pickup is tentatively scheduled on October 26; Nancy is waiting for confirmation of availability of the Midway Hills location. Juliette Fowler has also offered their location.

There was a question on how to gift Garden Tour tickets; Nancy will discuss options with the Garden Tour team in lieu of forwarding the ticket confirmation email.

2nd VP Report: Membership - Sue Smith

Thank you so much to CA Hiscock for facilitating such a fun meeting at St Barnabas last month.

This April monthly meeting will be held at the H Building. Room H 125, on the Brookhaven College campus. Master Gardener John Hunt will be talking about “Organic Gardening”.

Director’s Report: Awards/Recognition/Appreciation – Sara Burke

Sara asked for continuing nominations for the Making a Difference award.

Director’s Report: Volunteer Engagement & Project Liaison – Glen McGee

One application was received for the 2024 Scholarship. There is a great deal of education going on in the gardens. Purchases at Home Depot can now be completed Tax Exempt; an email was sent with instructions and the tax-exempt ID.

Director’s Report: Community Outreach, Scholarships – Debbie Wood

There are five Earth Days events planned and available for master gardeners’ PKS participation in April; a sign up genius has been created for three events. A PKS roundtable communication which summarizes outreach opportunities has been distributed via email.

Abbe Bolich made a motion to adjourn the meeting. Sue John seconded the motion. The motion passed. The meeting was adjourned at 11:57 AM.