

The Not so Sexy and Exciting part of Bexar County Master Gardeners...

Policies!

Policies are written so that everyone in an organization, such as BCMG, can be aware of how we make decisions and conduct our business. They change from time to time as our organization changes. The Board of Directors reviews each policy at least once every two years to make sure we are following our own policies and to make sure that our policies reflect current best practices. The policies can be found on our website on the 'File Cabinet' page under the 'Member' tab at the bottom of the drop-down menu. It occurred to me that we, as a Board, have not been sharing with you the outcomes of the reviews this year so let me remedy that oversight...

B-1. Board of Director Vacancy: A minor change was made in that we replaced the term 'eBlast' to 'Leaflet'. Read the full policy [here](#).

F-8. Petty Cash: This was a new policy that documented the process by which a petty cash account is handled. Read the full policy [here](#).

F-9. Advanced Funds: This was a new policy that documented the process by which advanced funds for a sale is handled. Read the full policy [here](#).

F-10. Use of BCMG Equipment: This was a new policy that documented how our equipment can be used and the check-out process for the equipment. Read the full policy [here](#).

M-1. BCMG Disciplinary Policy: This existing policy was not changed significantly but was rewritten in order to facilitate clarity. Read the full policy [here](#).

M-2. BCMG Representation at Public Events: This policy made changes in what is appropriate to wear at a MG event. *"All members of the Bexar County Master Gardeners volunteering at a public event as a representative of the Bexar County Master Gardeners will wear an outer garment of their choice appropriate for the event in which they are taking part. Clothing should provide a professional appearance so as not to detract from the BCMG mission. All Master Gardeners shall wear their BCMG name badge."* Read the full policy [here](#).

M-3. Membership Categories – BCMG: This change documented the change in the requirement for recertification which is now 30 volunteer hours, 6 CEUs, and attending 2 meetings. Read the full policy [here](#).

M-9. Membership Dues: Membership dues of \$25 are due by January 1st of each year. This policy was amended to add that *dues paid after January 31st will be \$40*. Read the full policy [here](#).

M-10. Nomination Committee: This policy was amended to allow for elections in November. Read the full policy [here](#).

Submitted by Lynn Cox, VP BCMG