

**Bexar County Master Gardener
November 21, 2019 3:00 pm.
(Large Conference Room)**

Board Members Present: President, Grace Emery; Vice President, Lynn Cox; Treasurer, Kathann El-Amin; Secretary, Angie Kirby; Membership Chair, Arthur Vazquez; Member-at-Large, Donna Armstrong; Parliamentarian, Muriel Lanford; Member-at-Large, Michelle Hobbs.

Administration Present: Anna Vogler (Water Conservation), Ruby Zavala (Youth Coordinator), Barb Lutz (Past President), David Rodriguez (County Extension Agent).

Guests Present: Andrew Waring, George Campos.

Members Absent: Lou Kellogg

1. Call to order- Grace Emery 3:03 pm.
2. Approval of Minutes-Angie Kirby, Lynn moves. Grace Emery 2nd. Motion passes.
3. County Extension Agent Report-David Rodriguez- Finished intern class. Brown bag is going well, outreach efforts going well. Hoping to get everyone behind Rodeo without burning him or her out and getting him or her to participate in activities throughout the year. David would like to create leadership within the organization. To that end, Ruby Zavala (Youth Programs Coordinator) received 2 awards: (1) An Individual Agrilife Extension Award and, (2) a Team Award (with Angie Gutierrez) for their work on the Learn Grow Eat & Grow Agrilife Program. David Rodriguez (Extension Agent) was also awarded Vice Chancellor's Award. Good Job!! Lynn Cox moves to accept the report. Grace Emery 2^{nds}. Motion passes.
4. Youth Coordinator Report-Ruby Zavala- continuing to work with Learn Grow Eat & Grow. Working with several elementary and will be having a ribbon cutting at the Schultz Elementary Pollinator garden. Rodeo coming up and Ruby is recruiting for youth activities. This year we need to recruit twice as many volunteers. Spring Youth Garden Educator Training is scheduled for March 21st at region 20. CULTIVATE! (run by Water Conservation Coordinator Anna Vogler) is also scheduled that same day, March, 21st. David is scheduled to be working in College Station that same day so the board may want to be aware. Angie Kirby moves to accept the Youth Program Coordinators report. Grace Emery 2nd. Motion passes.
5. Water Conservation Report-Anna Vogler- No report.
6. Education- Lou Kellogg- Not present.
7. Membership Report-Art Vazquez- sent by email. Lynn Cox moves to accept the membership report. Kathann El -Amin 2^{nds}. The motion passes.

8. Treasurer's Report- Kathann El-Amin-Submitted by email. Budget Proposal. End of Year estimate sales and programs and the Balance Sheet. End-of-the-Year Projection. Sent via email. Adjustments to proposed budget are due December 8th. Angie Kirby moves to accept. Lynn Cox 2nds. Motion passes.

9. Old Business-

- a. 1. M-5 Lapsed MG reactivation- deferred to December 12th. (1-3)
- b. MG Training coordinator job description- Michelle Hobbs moves to accept. Kathann El-Amin 2nd. Motion passes.
- c. TMGA Representative job- those positions will be appointed by the president. The rational; Every job should have a complete description. We have approved the MGA description. Kathann El-Amin moves to accept. Angie Kirby 2nds. Motion passes.
- d. M7- TMGA Representative Amendment- M7- policy change that the president will appoint with approval 2 MG. representatives. Kathann moves to accept. Angie 2nds. Motion passes.
- e. TAMU merchandise update- Michelle Hobbs. Mentioned in the December Scion. New merchandise sale target is end of next week. Lynn will create an online store. Send merchandise pricing to board for approval by Monday. No returns. **Action item- Michelle will send merchandise pricing to board for approval by Monday and notify CommTeam for inclusion in the December notifications.**
- f. Guidestar update- Kathann updated financials and narratives. Michelle updated website with Kathann. Need another person to review before publication. KathAnn will review Michelle's narrative. David- Amazon Smile. According to Kathann, you have to set up Amazon Smile is a foundation that will contribute a set amount of purchases to a charity. **Action item- Kathann El-Amin will look into this.**
- g. Awards update- Grace Emery. CULTIVATE! needs another year because it's not a full report with just the 5 events. It needs more data points to fully develop the submission. Brown Bag will be submitted under educational. Docent- The docent program didn't have the data points (clickers for the count weren't used until March). **Coloring book will be submitted for the written education award- Ruby. Submission date- January 31, 2020.**
- h. Rodeo Preparation update- Grace Emery. Rodeo Leaders meet tomorrow, November 22nd. We haven't received a final answer space size allotment.

10. New Business-

Barbara Lutz- Christmas party. 89 have given an RSVP. Ham and Turkey will be served.

- a. Floral License renewal results- License renewed for next year.
- b. Badge titles- Lynn. Discussion about putting the position line under the name. Badge titles- no positions titles will appear on the MGA

- except for the water conservation coordinator position. Lynn Cox moved. Kathann El-Amin 2nd. Motion passes.
- c. MG of the year picks for the award Bill Swatner, Susan Noonan, Muriel Lanford, and Mary Duffy. Lynn proposes Bill Swantner. Lynn Cox moves. Donna Armstrong 2nd. Motion passes.
 - d. Friday, December 13, 9:30-12:00- New Board Orientation.
 - e. F-3 Purchase Authority- Changes- Director of Education title to Master Gardener Training Coordinator. Purchase authority policy updates keeping existing purchase limitations. Kathann El-Amin moves to approve with modification removing limitations of the vice president ("in the absence, or by the consent, of the President"). Lynn Cox 2nds. Passes.
 - f. F-4 Use of BCMG Credit cards- Lynn Cox change- Director of Education title has been changed to Education Chair. Michelle Hobbs moves to accept as amended. Kathann El-Amin 2nds. Motion passes.
 - g. M-11 MG of the quarter and year- talks about who can be selected for MG of the season and of the year. Amend to "An active master gardener can be considered." Michelle Hobbs moves. Grace Emery 2nds. Motion passes.
 - h. Intern status- Interns will be moved to active status and receive their badge upon completion of hours.
 - i. A BCMG member requested a BCMG waiver. Lynn Cox moves to not wave dues. Donna Armstrong 2nds. Motion passes.
11. Adjournment-Grace Emery. 5:04 pm.
12. Special Session- The BCMG Board held a special session was held following the general session to acknowledge the membership vote to elect the following officers for the 2020 calendar year:
- a. President- Lynn Cox
 - b. Vice President- Muriel Lanford
 - c. Treasurer- Kathann El-Amin
 - d. Secretary- Angie Kirby Buser
 - e. Membership- Chris Mc Knight
 - f. Member-at-Large- Michelle Hobbs
 - g. Member-at-Large- Arthur Vazquez

Next Meeting: December 12th, 1-3 @ BCMG offices.

Grace E. Emery
President BCMG