

**Pulaski County Master Gardener Board Meeting Minutes**  
**Tuesday, January 15, 2013**  
**St. James United Methodist Church**

Members Present: Walter Jennings, Don Ford, Beth Phelps, Bren Coop, Susan Crawford, Marylea Gazette, Georgia Harris, Marcella Grimmitt, and Coralie Maxwell.

President Marcella Grimmitt called the meeting to order at 10:15 a.m.

Marcella asked for corrections to the November, 2012, minutes. There being none, the minutes were approved as written.

Bren gave the Treasurer's report and distributed the statement of financial condition. She walked the board through the new reporting format, moving from Excel to Quicken to track income and expenses. Don moved and Georgia seconded that the Treasurer's report be accepted. The motion passed.

Walter reported all project chairs are in place for this year.

Marylea reported all committee chairs are in place for the year.

**OLD BUSINESS:**

Walter and Marylea reported that Leadership Training for all Project and Committee Chairs will be held January 30 at the State Extension Office Auditorium. All chairs have been notified.

Don reported on the Project Incentive Plan. Busy Bee Awards will be given to those members who have logged 40 hours or more on one work project. There are 47 eligible members. Jet will present these at the February meeting.

Beth reported that she, Marylea and Carol Chappell attended a training meeting for the online reporting system. It is not yet ready for use.

**NEW BUSINESS:**

Bren reported that \$2,573.00 in memorial gifts have been given in memory of Mackie Hamilton. She read a thank you note from the U of A Division of Agriculture in which the PCMG contribution of \$1,691.00 was acknowledged.

Bren presented a special funding request from Tom Stramel for the Greenhouse. There are three broken windows and an estimate of \$363.00 to replace them. Don moved and Georgia seconded that the Board approve this request for funds to replace the windows. The motion passed.

Another request for \$48.75 as carryover for expenditures for the Governor's Mansion Project last year was presented. Don moved and Georgia seconded that this be approved. The motion passed.

**INCOME/EXPENSE BY CATEGORY - JAN 2013 - All Accounts**  
1/1/2013 through 1/31/2013

**INCOME**

Dues	1,045.00
Gifts & Donations ( <i>memorials-Hamilton</i> )	850.00
Interest Inc	1.90
<b>TOTAL INCOME</b>	<b>1,896.90</b>

**EXPENSES**

Education Expense	70.00
Programmatic Support - MISC (postage)	49.50
Projects	48.75
SBS Grnhse Special Acct Expense	363.00
Social Events Expense (2012 & 2013)	214.86
<b>TOTAL EXPENSES</b>	<b>746.11</b>

**OVERALL TOTAL** **1,150.79**

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**ACCOUNT BALANCES - Jan 31, 2013**

**Bank Accounts**

PCMG Bank of Ozarks	22,476.56
General Acnt Depository 1-BoA	13,347.35
Special Acnt-SBS Greenhouse Depos.2 BoA	22,860.47
<b>TOTAL Bank Accounts</b>	<b>58,684.38</b>

**Liability Accounts**

AAC-Arkansas Arts Center	-112.93
OSH-Old State House	-3,406.50
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-3,727.36</b>

**OVERALL TOTAL** **54,957.02**

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1/1/2013 through 1/31/2013

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Pulaski County Master Gardeners

Board Meeting , January 15, 2013

Minutes

Approved

Reports

Treasurer

Projects

Committees

Unfinished business

Leadership Training – Walter & Mary Lea

Busy Bee awards –Don & Coralee

On-line reporting system- Beth

New Business

Special funding – Bren Coop

Leave of absence – Marsha Friedman

Sustainer status – Martha Basinger

Memorial gifts for Mackie Hamilton

Announcements

Adjournment

Agricultural Development Council  
Post Office Box 2219  
Fayetteville, Arkansas 72702-2219  
(479) 575-2251

UNIVERSITY OF ARKANSAS  
DIVISION OF AGRICULTURE

UNIVERSITY OF ARKANSAS • Vice President for Agriculture

January 8, 2013

Pulaski County MG Association  
Attn: Bren Coop  
9433 Stepping Stone Court  
Sherwood, AR 72120-4300

Dear Friends of the University of Arkansas,

Thank you for your contribution to the University of Arkansas Division of Agriculture in the amount of \$1691 to support our mission.

We appreciate very much your generosity and interest in the programs of the "statewide campus" of the University of Arkansas System. We are committed to being worthy of your support.

Sincerely,



Mark J. Cochran  
Vice President for Agriculture

*Please keep this information for your records.  
No goods or services were provided in exchange for your contribution.*

30006890

Feb 2013 Inc Exp all 3 accnts1 - Q1 2013  
1/1/2013 through 3/31/2013 (Cash Basis)

Category	1/1/2013- 1/31/2013	2/1/2013- 2/28/2013	3/1/2013- 3/31/2013	OVERALL TOTAL
<b>INCOME</b>				
Dues	1,045.00	2,580.00	605.00	4,230.00
Education - Income	0.00	0.00	2,215.00	2,215.00
Gifts & Donations	850.00	1,075.00	25.00	1,950.00
Interest Inc	1.90	0.81	0.89	3.60
MISC INCOME	0.00	7.00	0.00	7.00
<b>TOTAL INCOME</b>	<b>1,896.90</b>	<b>3,662.81</b>	<b>2,845.89</b>	<b>8,405.60</b>
<b>EXPENSES</b>				
Education Expense	70.00	0.00	0.00	70.00
Miscellaneous Expense	0.00	0.00	7.00	7.00
Printing and Reproduction	0.00	0.00	885.81	885.81
Programmatic Support - MISC	49.50	850.00	24.24	923.74
Proj - Greenhouse Expenses	0.00	1,953.55	486.83	2,440.38
Projects	48.75	0.00	0.00	48.75
SBS Grnhse Special Acctt Expense	363.00	0.00	0.00	363.00
Social Events Expense	214.86	0.00	66.85	281.71
<b>TOTAL EXPENSES</b>	<b>746.11</b>	<b>2,803.55</b>	<b>1,470.73</b>	<b>5,020.39</b>
<b>OVERALL TOTAL</b>	<b>1,150.79</b>	<b>859.26</b>	<b>1,375.16</b>	<b>3,385.21</b>

Pulaski County Master Gardeners  
Board Meeting , February 19,2013

Minutes

Approved    yes   ✓  

Reports

    Treasurer

    Projects

    Committees

Unfinished Business

    Signage for projects – Walter

New Business

    David Werling reporting on facebook for P.C.M.G.

Announcements

Adjournment

**Pulaski County Master Gardener Board Meeting Minutes**  
**Tuesday, March 19, 2013**  
**St. James United Methodist Church**

Members Present: Don Ford, Beth Phelps, Bren Coop, Susan Crawford, Marylea Gazette, Earline Zahn, Georgia Harris, and Marcella Grimmett.

President Marcella Grimmett called the meeting to order at 10:00 a.m.

Marcella asked for corrections to the February, 2013, minutes. There being none, the minutes were approved as written.

Bren gave the treasurer's report and distributed a current statement of financial condition. The treasurer's report was accepted.

Georgia Harris reported that the Audit of the treasurer's books by Carlee Adams and herself was completed. They reported that the accounts are accurate and complete, and everything is in good order. Carlee Adams made the comment that the Treasurers (Bren Coop and Susan Crawford) do an excellent job maintaining the books.

Suzanne Potts reported on the Social Committee plans for a Spring Picnic. Suzanne stated that they are tentatively planning to have the picnic at Pavilion #2 at the Maumelle Park. Cost for rental of the pavilion would be \$50. They are planning to have a catered dinner from Adams Catfish Caterer. The caterer can provide catfish, chicken, shrimp and sides for a dinner for \$11.00 per person. The committee plans on charging \$12.50 per person with the extra \$1.50 to pay for incidentals, and the committee plans to arrange for members to bring desserts. They are planning on 100 to 120 members attending the picnic. They were planning on a 5:00 p.m. start, but discussion suggested they delay that start time (possibly to XX-?) in order to give members who work time to get to the park. There was also discussion of having an open house at the Pinnacle Mtn. MG Project before the start time of the picnic to allow members to visit if they wish. Don Ford moved that the board approve the Social Committee's plan for the Picnic on 23 May as presented. Marylea seconded, and the board approved the motion.

**OLD BUSINESS:**

Don Ford presented his recommendation for a PCMG storage building to be located in the greenhouse yard. The report was previously provided to the board via email, and is attached. (For brevity purposes, the recommendation is for a 12 ft by 16 ft storage shed with several additions to the basic shed by Bald Eagle Barns. The shed would cost \$4,339.78 including tax, delivery and set-up.) Bren moved that the board approve the proposal, and Earline seconded the motion. The motion passed. Don reminded the board that now that we have a specific proposal, we now needed to meet with the State Hospital personnel and obtain approval for locating our building there. Beth and Don will contact the State Hospital.

There was a discussion on what to do with the \$3,000+ in donations that had been received for a memorial for Mackie Hamilton. Beth stated that Mackie's daughter had asked to be included in the discussion. The discussion centered on deciding on something that had lasting meaning. The idea of a scholarship fund in her name to assist new Master Gardeners pay for their initial

Pulaski County Master Gardeners

Board Meeting, April 16, 2013

Minutes

Accepted \_\_\_\_\_

Reports

Treasurers Report

Accepted \_\_\_\_\_

Facebook- David Werling

Storage Bldg. – Don Ford

Travel – Jackie Walker

Social Committee

Unfinished business

Mackie Hamilton donations

New Business

Budget Committee for enlarging allotment for projects

Balances 3 31 13 - As of 3/31/2013

As of 3/31/2013

4/14/2013

Page 1

Account	3/31/2013 Balance
<b>Bank Accounts</b>	
General Acnt Depository 1-BoA	17,296.54
PCMG Bank of Ozarks	20,761.79
Special Acnt-SBS Greenhouse Depos.2 BoA	22,860.47
<b>TOTAL Bank Accounts</b>	<b>60,918.80</b>
<b>Liability Accounts</b>	
AAC-Arkansas Arts Center	-112.93
OSH-Old State House	-3,406.50
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-3,727.36</b>
<b>OVERALL TOTAL</b>	<b>57,191.44</b>

**Pulaski County Master Gardener Board Meeting Minutes**  
**Tuesday, April 16, 2013**  
**St. James United Methodist Church**

Members Present: Walter Jennings, Don Ford, Beth Phelps, Georgia Harris, Susan Crawford, Marylea Gazette, Earline Zahn, Marcella Grimmatt, and Coralie Maxwell. Guests: David Werling, Sarah Falasco and Arline Jackson.

President Marcella Grimmatt called the meeting to order at 10:00 a.m.

Marcella asked for corrections to the March, 2013, minutes. There being none, the minutes were approved as written.

**REPORTS:**

Treasurer Bren Coop had previously sent the financial report and current state of financial condition via email to the Board. The report was reviewed and approved by the Board.

Don gave an update on the potential storage building for use by the Greenhouse and Social Committees. He reported that he and Beth had met with an employee of the State Hospital about this and learned that an existing building on the Greenhouse grounds can most likely be used for the PCMGs purposes. Don expects to have confirmation of this possibility soon.

Beth reported that the PCMG Spring Picnic site has been moved to Camp Aldersgate due to the inadequate size of the pavilion at Maumelle Park. The picnic is scheduled for April 29<sup>th</sup> and includes catfish and trimmings prepared by Adams Catfish Catering.

David Werling and Sarah Falasco presented the final proposal to initiate a PCMG Facebook page. They and Beth met with the Communication Specialist at UA Extension office to assist in creating guidelines for the proposal. The guidelines had been previously sent to the Board and after further discussion of concerns by the Board, Georgia moved and Walter seconded that the Board allow David and Sarah to proceed with starting up a PCMG Facebook Public Page under the guidelines presented. The motion passed.

Arline Jackson, reporting for the Travel Committee, shared the following upcoming events for PCMGs:

April 18 – tour of Dunbar Gardens in Little Rock, 9 a.m.

May 4 – Travel to Wynne and Forrest City to tour gardens and nursery

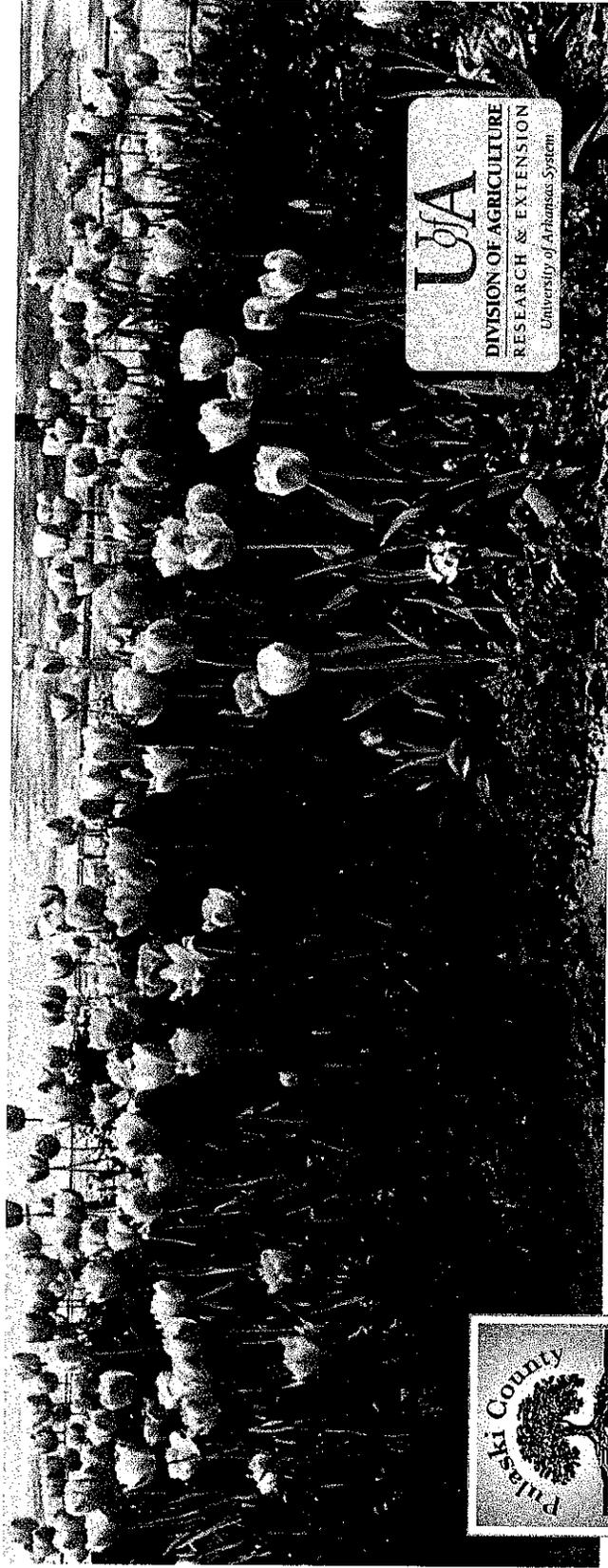
May 20 – Wine and Cheese Social at the Good Earth Garden Center, 5:30 p.m. Jennifer Gibson will talk on new and improved perennials.

**OLD BUSINESS:**

Beth and Marcella plan to meet with the family of Mackie Hamilton to discuss plans for the memorial gifts received in her honor.

**NEW BUSINESS:**

Walter reported that the Budget Committee should expect to increase allotments for projects, as the amount allotted each year has not increased in a long time, though costs have.



## Pulaski County Master Gardeners

1,339 likes · 45 talking about this · 9 were here

Like Message # ▾

Community Organization

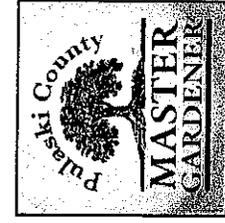
A Master Gardener will answer your questions on home gardening and pest control Monday through Friday from 9 am to 3 pm. And it's FREE! Call The

About · Suggest an Edit



Photos

1,339 Likes



facebook

Search for people, places and things



## UCCE Sacramento County Master Gardeners

629 likes · 1,350 talking about this · 4 years ago

Government Organization  
4145 Branch Center Road, Sacramento, CA  
(916) 875-6913

About Photos Likes

Make a Gift  
Donate to the UCCE Sacramento County Master Gardener

Like Message

facebook

Search for people, places and things



## David Werling

Where do you work?  
Studied at University of Pennsylvania  
Lives in Eureka Rock, Arkansas  
Married

About Status Photo Place Life Event

What's going on, David?

Update info Activity Log

Friends Photos Likes

## Public Page

Recommendations

Write a recommendation...

Tom Ogren  
Great page, lots of energy! Hope I get to come up and...  
about 2 months ago

Carol Rogala  
Great page and lots of interesting information.  
about 4 months ago

Maureen Hefti  
Connect with your Sacramento County Master Gardener...  
about 8 months ago

Janelle Lawrence  
Great Facebook page!  
about 8 years ago

See More

UCCE Sacramento County Master Gardeners  
19 hours ago

Please share your favorite tomato varieties with us. Here are a few of the tomatoes we'll be planting this season at the Fair Oaks Horticulture Center - Solar Flare, Green Doctors, Indigo Apple, Paul Robeson and Persimmon. For a list of tomatoes favored by UC Master Gardeners, click on this: <http://ucanr.org/sites/sacmg/files/141226.pdf>



9 people like this.

View 2 more comments

Marc Simonelli Super sweet 100s and super fantastic did very good for the last year.  
17 hours ago · no replies · Like · 451

Write a comment...

UCCE Sacramento County Master Gardeners  
2 hours ago

Wonderfully crafted story by Kathy Morrison on seed starting in this morning's Sacramento Bee. UC Master Gardener Gail Pothour is featured.  
<http://www.sacbee.com/2013/02/16/5185502/time-to-get-summer-vegetable-seeds.html>

## Personal Page

David Werling  
11 months ago

I just wanted to post this fantastic, lifelike sculpture of a barn owl made out of garden vegetables that originally I saw at <http://www.facebook.com/sacmg?fref=ts>



Like Comment Share

David Werling  
US in Arkansas Eureka Rock, AR

There is a great interactive website on plants rated as deer resistant: <http://njaes.rutgers.edu/deerresistance/> No plant is deer proof, but this site has a A-D grading system on how frequently deer munch down on a particular plant. As one might guess fruit trees and vegetables are high on a deer's palate and poisonous and medicinal plants are low.

Like Comment Share

David Werling likes this.

UCCE Sacramento County Master Gardeners

19 hours ago

Please share your favorite tomato varieties with us. Here are a few of the tomatoes we'll be planting this season at the Fair Oaks Horticulture Center - Solar Flare, Green Doctors, Indigo Apple, Paul Robeson and Persimmon. For a list of tomatoes favored by UC Master Gardeners, click on this: <http://ucanr.org/sites/sacmg/files/141226.pdf>



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Like Comment Share

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Recommendations

Write a recommendation...

University of California Master Gardener Program  
Organization

Glenn County Cooperative Extension  
Government Organization

UCCE Master Gardeners of Riverside County  
Nonprofit Organization

Successful Gardens  
Garden Center

Solano Shade Tree  
Local Business

UCCE Sacramento County Master Gardeners  
Faculty

See All

Like Comment Share

9 people like this.

View 2 more comments

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17 hours ago · no replies · Like · 451

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Like Comment Share

David Werling likes this.

# **Pulaski County Master Gardener Policies for a Facebook -- DRAFT**

## **Goals and Objectives**

The Pulaski County MG Facebook page will provide a positive, friendly, and public face for our organization. Our educational goal is to provide an active exchange of gardening information for the county that is informative, to-the-point, and representative of the UAEX Service goals and objectives. As a recruitment tool, a Facebook Page will increase public awareness of our MG organization without compromising individual privacy and security.

## **UAEX Branding and Facebook Format**

The Pulaski County MG program operates under the UAEX Service and their guidelines. Our Facebook Page will have a defined look, organized structure, and reflect our relationship with UAEX:

1. Pulaski County Master Gardeners will use the Facebook's Page format. The Page content will be created, monitored and mentored by designated MG administrators. Only postings in the timeline will be open to the public.
2. There are three primary images associated with our Facebook; the cover image filling the masthead, and the UAEX and Master Gardener logos used in the profile [see masthead example]. The cover image is the largest and can be seasonally changed using our county project photos. The UAEX red and black logo will be superimposed onto the seasonal cover image but will not change. The Master Gardener logo also serves as our county profile image and will be used by our administrators within the timeline. The Master Gardener logo will have our county's full organizational name in Association with it. Our MG logo and Pulaski County MG name are tied to all posts performed in the name of our organization by our Facebook team.
3. We will provide links to UAEX on our page and in our postings.
4. We will provide public contact information for Pulaski County Extension Service below the Cover image.

## **Administration and Content Management**

Our Page will contain information about gardening, horticulture, and activities involving the Pulaski County MG program. Administrators will use available Facebook tools to monitor postings in the timeline, to mentor MGs and the public placing links to third party horticultural information and even block irrelevant or bad information, personal stories, political discussion, gossip, spamming or personal photos. Our Page will be mentored to maintain information related or beneficial to Pulaski County, AR horticulture or the gardening interests and activities of our MG organization.

A Facebook Page has five levels of administrators designed to manage a Page; manager, content creator, moderator, advertiser, and insights analyst. The first three types of administrators are relevant here. Each level is defined by the level of access permitted to make changes to a Page.

- **Managers** have unlimited access to the Page content, setup, and can add/remove administrators. Account Managers will be limited to, the Facebook standing committee's co-chairs and our county agent.

## Pulaski County Master Gardener Policies for a Facebook -- DRAFT

- **Content creators** are granted full access to create Page content under our page logo/byline of Pulaski Master Gardener. Content Creators may be added to help create/maintain photo albums or to post full length original articles and special links to gardening information from our organization. Original articles and photos on horticulture and activities of our organization may include, but are not limited to, articles created by our county agent, gardening chairs, the Master Minutes staff, advanced master gardeners and Travel and Social Committee.
- **Moderators and moderated posts:** MGs and the public with Facebook accounts can participate by posting photos, links to articles, and videos to the Page's Timeline under their personal profile picture. These posts with their short public comments will be monitored daily by our moderator-administrators. It is understood in the nature of Facebook that the public in their comments and linked postings are not necessarily authoritative. But, moderators will post disclaimers where it is appropriate under our Master Gardener logo, route a public person to a more knowledgeable person such as our county agent or in the case of an obviously errant, bogus or phishing posting pull it from the timeline of daily postings to our page or even block a person from future posting if necessary.
- MGs and the public without Facebook accounts can view the Page and it's contents, but they will not be able to post and comment in the Timeline.

	Manager	Content Creator	Moderator	Advertiser
Manage Admin Roles	✓			
Edit the Page and Add Apps	✓	✓		
Create Posts as the Page	✓	✓		
Respond to and Delete Comments	✓	✓	✓	
Send Messages as the Page	✓	✓	✓	
Create Ads	✓	✓	✓	✓
View Insights	✓	✓	✓	✓

Admin Powers at different levels

# **Pulaski County Master Gardener Policies for a Facebook -- DRAFT**

## **Protecting Individual Privacy and Security**

Our MG Facebook Page operates separately from a user's personal Facebook account. Postings and photos on a personal Facebook timeline are not reflected on our MG Facebook Page unless that individual intentionally shares it with our MG Facebook Page. Access to personal information is best managed in the user's personal Facebook settings. Users can prevent their Facebook name being tagged in photos and used in timeline posts, limit who can see the content on their personal account, omit personal information, and close their Facebook account.

Our committee will provide a FAQ sheet to help new users establish a personal account and to help current users modify their account settings. Committee members will be available to MG users for additional help.

One of the most important ways to protect your privacy is to refrain from sharing information you want to remain private. Personal accountability goes a long way. It is important that users know that they have an enormous amount of power when it comes to protecting their personal information.

We are devoted to helping our users learn how to maintain control over their personal information. The Facebook committee will remove information from our Facebook page that may compromise the well being of our members. Our committee is small and can react quickly to inappropriate content. Members simply need to contact a co-chair and the information will be removed in a minute or less. Changes can be made from computers and mobile devices, which reduces the time needed to respond.

Specifically, our organization we will provide the following rules and administrative oversight to our public Page for the general protection of our members.

1. No sensitive financial or legal information will be posted, e.g.. bankruptcy
2. No confidential information will be posted.
3. No sensitive and personal medical information that violates HIPPA rules will be posted. In general we will forbid any posting and discussion of a master gardener's illness as it is not in keeping with our public face and gardening objectives, although brief, short notices of concern for a master gardener falling ill will be allowed. It is noted here that Facebook supports private messaging so that further inquires can be made on a private level with the poster.
4. As previously stated our page is about gardening and the enjoyment of our organization's activities. However, in that context NO gossip or family, social, general entertainment and political stories or personal stories and photos NOT related to gardening will be allowed on our pages. It is understood that such stories, photos and opinion are best kept to personal accounts and pages on an individual's Facebook.
5. The announcement of the times of events and activities not open to the public will not be posted. This would include specific postings of meetings times for project teams and committees. We will endeavor to not prematurely announce seminars that are opened up to the public. It is understood we will use our traditional

David Werling About

Work and Education

- University of Pennsylvania  
Masters in Regional Planning - Environmental Philadelphia, Pennsylvania
- Valparaiso University  
Psychology - Valparaiso, Indiana
- New Haven High School  
Class of 1966 - New Haven, Indiana

Add a Job

Living

- Little Rock, Arkansas  
Current City
- New Haven, Indiana  
Hometown

History by Year

- 1966 Graduated from New Haven High School
- 1967 Born on October 4, 1947

Sponsored TurboTax Online Tax Prep

turbotax.intuit.com



Personalized To Your Tax Situation! Get your Max refund guaranteed w/TurboTax. Start free!

1

Emails: dewerling@comcast.net  
dewerling@facebook.com  
Add / Remove Emails

Mobile Phones: (501) 309-3283 on AT&T - Texts Activated - Remove  
United States (+1)  
Add another phone

Other Phones: Work United States (+1)  
Add another phone

IM Screen Names: AIM  
Add another screen name

Address:  
City/Town:  
Zip:  
Neighborhood:

Website:

Networks: Edit

Public  
Only Me  
Custom  
Close Friends  
Family  
See all lists...

Cancel

Contact Info

- Mobile Phones: (501) 309-3283
- Email: dewerling@facebook.com
- Facebook: http://facebook.com/dewerling

Timeline and Tagging Settings

Who can add things to my timeline?	Who can post on your timeline?	Friends
	Review posts friends tag you in before they appear on your timeline?	Off
Who can see things on my timeline?	Review what other people see on your timeline	
	Who can see posts you've been tagged in on your timeline?	Everyone
	Who can see what others post on your timeline?	Friends of Friends
How can I manage tags people add and tagging suggestions?	Review tags people add to your own posts before the tags appear on Facebook?	

Turn on Tag Review to review tags friends add to your content before they appear on Facebook. When someone who you're not friends with adds a tag to one of your posts you'll always be asked to review it.

Remember: when you approve a tag, the person tagged and their friends may be able to see your post.

San Diego County Master Gardeners Association - Messages

San Diego County Master Gardener...  
Community Organization  
San Diego, California

1,270 Rec this  
13 talking about this  
9 were here

2

Like Message

Hi David. My name is Joe Boldt and I'm the MG in charge of our web site. Our web site ([www.mastergardenerssandiego.org](http://www.mastergardenerssandiego.org)) is not directly linked to our state ext service. It is standalone and was done by myself.

We are currently undergoing a change in posting to facebook. We previously had a PR committee and simply assigned each committee member one week during which they were responsible for posting. It worked great, until the chair resigned and no one stepped up. We are in the process of starting this up again.

If we get an inappropriate post we simply delete it. We get very few. Occasionally we would get a post from a commercial entity trying to advertise.

If you would like additional info, please contact me here: [joe@bizqwick.com](mailto:joe@bizqwick.com)

San Diego Master Gardeners  
[www.mastergardenerssandiego.org](http://www.mastergardenerssandiego.org)  
San Diego Master Gardeners are volunteers trained and...

Facebook offers real solution to Privacy:

- 1) Privacy in Setting one's Profile
  - 2) Private vs. Public Conversations
  - 3) Privacy in Photos and Tagging
- ... the real problem is a lack of knowing the solutions





**Pulaski County Master Gardeners Trip to Crystal Bridges and Train Ride to Van Buren ... Really Fun Trip!!!! — with Carol Carlan, David Werling and David Werling.**  
 Tags: Jackie Walker - Mary Kay Independent Beauty Consultant

Done Tagging Add Location

Unlike Comment Unfollow Post Share

You, Barbara Babbitt Bambrick, James Koehlinger and 7 others like this.  
 1 share

- Sabrina Coleman Bring them to Texas to see my tropical garden! Love this idea...  
 October 13, 2012 at 5:15pm · Like
- Judy Clark Glad you had a good time.  
 October 13, 2012 at 11:23pm · Like
- Jack Reinking Sounds great to me  
 October 14, 2012 at 10:46am · Like
- Write a comment...

Sponsored by See All  
**Does Your Teen Have ADHD?**  
 teenageadhdstudy.com  
 Your teen may be eligible for our ADHD Study. Find out more here or Text FOCUS1 to 87888.

- Jackie Walker
- Salon M2 / Jackie Walker  
 58 likes · 10 hours · Birmingham, Ala
- Jackie Walker  
 161 likes · 10 hours · Birmingham, Ala
- Jackie O'Walker  
 168 likes · 10 hours · Muscle Shoals, Ga
- '76  
 75 likes · 10 hours · 2000
- Jackie Walker - Independen...  
 24 likes · 10 hours · Spring Hill, Va
- Jackie Walker  
 27 likes · 10 hours · Pulaski, Ga

**Jackie Walker Photography**  
 One does their Community  
 Jackie Walker

Click on the photo to start tagging. Done Tagging

## Pulaski County Master Gardener Policies for a Facebook -- DRAFT

means of emailing such scheduled events, or, in the future allow closed, invitation only, Facebook "groups" for project teams to convey such information.

6. Facebook suggested names for persons in photos and the specific **tagging of names in photos of the project and activity albums of our organization will be blocked**. We will also monitor any timeline posted photos to insure they are not tagged with full names by the public or master gardeners at large.
7. In the case where a group or individual photo merits full name recognition, such as in a formal award presentation, we will get the permission of individuals in the photo to use their full name. Otherwise, following the UAEX privacy guidelines for 4-H facebook, individuals will be recognized in the photo caption by first names only or in the case of common names by first name and last initial. It is understood that a simple name in **a photo title is not tagging** as the title or caption of a photo does not link to an individual's Facebook account as tagging does. Common first names and even common full names are functionally not searchable by strangers using Google and Facebook text searches.

April 2013 Inc Exp all 3 acnts - Apr 2013

4/1/2013 through 4/30/2013 (Cash Basis)

5/11/2013

Page 1

Category	4/1/2013- 4/30/2013	OVERALL TOTAL
<b>INCOME</b>		
Dues	830.00	830.00
Education - Income	726.00	726.00
Interest Inc	0.78	0.78
MISC INCOME	14.45	14.45
Project-Ark Arts Center (Income)	500.00	500.00
Project-Greenhouse Sales (Income)	8,787.50	8,787.50
Social Events - Income	1,783.00	1,783.00
Stuff - Income (Clothing, etc)	1,210.00	1,210.00
<b>TOTAL INCOME</b>	<b>13,851.73</b>	<b>13,851.73</b>
<b>EXPENSES</b>		
Education Expense	2,239.07	2,239.07
Printing and Reproduction	200.00	200.00
Programmatic Support - MISC	958.11	958.11
Proj - Greenhouse Expenses	1,366.96	1,366.96
Proj-Old State House (OSH)	1,129.35	1,129.35
Projects	30.00	30.00
Social Events Expense	1,604.46	1,604.46
Stuff - Clothes & Accessories	491.53	491.53
<b>TOTAL EXPENSES</b>	<b>8,019.48</b>	<b>8,019.48</b>
<b>OVERALL TOTAL</b>	<b>5,832.25</b>	<b>5,832.25</b>

Balances 4/30/13 - As of 4/30/2013

As of 4/30/2013

5/11/2013

Page 1

Account	4/30/2013 Balance
<b>Bank Accounts</b>	
General Acnt Depository 1-BoA	18,297.54
PCMG Bank of Ozarks	25,593.04
Special Acnt-SBS Greenhouse Depos.2 BoA	22,860.47
<b>TOTAL Bank Accounts</b>	<b>66,751.05</b>
<b>Liability Accounts</b>	
AAC-Arkansas Arts Center	-112.93
OSH-Old State House	-3,406.50
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-3,727.36</b>
<b>OVERALL TOTAL</b>	<b>63,023.69</b>

Pulaski County Master Gardeners  
Board Meeting, May 21, 2013

Minutes

Accepted \_\_\_\_\_

Reports

Treasurers Report

Accepted \_\_\_\_\_

Projects-Walter

Program / and or committees -Marylea

Unfinished business

Storage - Don

New Business

Beth Phelps

**Pulaski County Master Gardener Board Meeting Minutes  
Tuesday, May 21, 2013  
St. James United Methodist Church**

Members Present: Walter Jennings, Don Ford, Beth Phelps, Georgia Harris, Susan Crawford, Earline Zahn, Bren Coop, Marcella Grimmett, and Coralie Maxwell.

President Marcella Grimmett called the meeting to order at 10:00 a.m.

Marcella asked for corrections to the April, 2013, Board meeting minutes. There being none, the minutes were accepted as written.

**REPORTS:**

Bren Coop gave the treasurer's report and distributed a summary of the current state of financial condition. The report was reviewed and approved by the Board.

Walter is winding down the delivery of new project signage. Marcella asked that a list of project workdays be made available to interested members. Walter agreed to assemble this.

Beth reports the PCMG Facebook page is ready to go and it will be presented to the membership today. It is expected to be a good tool for recruitment and education.

**OLD BUSINESS:**

Don has talked to the supervisor in charge of the building at the greenhouse we wish to use for storage and hopes to have confirmation of this possibility soon.

**NEW BUSINESS:**

Beth reports the State MG Leadership Conference will be held in Hot Springs on September 23 & 24. Early registration for two attendees is subsidized at \$50 each. After 140 participants are subsidized, cost is \$80. Open registration is July 1 – September 6. Don moved and Georgia seconded that the Board pay registration fees for Walter and Bren to attend the Leadership Conference. The motion passed. Bren will see this is done. Don moved and Earline seconded that the Board pay the subsidized registration fee for any Board member who wishes to attend the Leadership Conference. The motion passed.

Beth reported that MG Appreciation Day at Garvan Gardens is scheduled for September 24.

Walter reminded the "Bring a Friend to Your Project" time starts in June.

Beth received a nice thank you note from St. James for the work PCMGs did on the grounds of the church yesterday.

There being no further business, Walter moved and Susan seconded that the meeting be adjourned at 10:45 a.m. The motion passed.

Respectfully submitted,  
Coralie Maxwell

Pulaski County Master Gardeners  
Board Meeting, June 18, 2013

Minutes

accepted \_\_\_\_\_

Reports

Treasurers

accepted \_\_\_\_\_

Projects - Walter

Program and /or committee -Marylea

Unfinished business

storage bldg.?- Don

New Business

Beth Phelps

**Balances 5/31/13 - As of 5/31/2013**  
As of 5/31/2013

Account	5/31/2013 Balance
<b>Bank Accounts</b>	
General Acnt Depository 1-BoA	18,192.54
PCMG Bank of Ozarks	24,986.42
Special Acnt-SBS Greenhouse Depos.2 BoA	22,940.47
<b>TOTAL Bank Accounts</b>	<b>66,119.43</b>
<b>Liability Accounts</b>	
AAC-Arkansas Arts Center	-612.93
OSH-Old State House	-2,209.03
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-3,029.89</b>
<b>OVERALL TOTAL</b>	<b>63,089.54</b>

May 2013 Income/Expense - Last month  
5/1/2013 through 5/31/2013 (Cash Basis)

Category	5/1/2013- 5/31/2013
<b>INCOME</b>	
Dues	290.00
Gifts & Donations	80.00
Interest Inc	1.12
MISC INCOME	8.00
Project-Greenhouse Sales (Income)	110.00
<b>TOTAL INCOME</b>	<b>489.12</b>
<b>EXPENSES</b>	
Education Expense	205.00
Miscellaneous Expense	7.00
Programmatic Support - MISC	20.76
Proj - Greenhouse Expenses	703.13
Proj-Old State House (OSH)	68.12
Projects	51.73
Social Events Expense	65.00
<b>TOTAL EXPENSES</b>	<b>1,120.74</b>
<b>OVERALL TOTAL</b>	<b>-631.62</b>

**Pulaski County Master Gardener Board Meeting Minutes**  
**Tuesday, June 18, 2013**  
**St. James United Methodist Church**

Members Present: Walter Jennings, Don Ford, Beth Phelps, Georgia Harris, Susan Crawford, Earline Zahn, Marylea Gazette, Marcella Grimmatt, and Coralie Maxwell.

President Marcella Grimmatt called the meeting to order at 10:00 a.m.

Marcella asked for corrections to the May, 2013, Board meeting minutes. There being none, the minutes were accepted as written.

**REPORTS:**

The Board reviewed a summary of the current state of financial condition, prepared by Treasurer Bren Coop. Don moved and Walter seconded that the treasurer's report be accepted. The motion passed.

Walter assembled a list of project workdays for membership use. After corrections are made, he will resend the list. Walter encouraged support of "Bring a Friend to Your Project".

Marylea reported that the Ice Cream Social and Garden Tour is planned for July 16 from 9 – 11:30 a.m. Gardens include Bernice Garden, Mt. Holly Cemetery, Dunbar Community Garden and the County Extension Office garden.

Marylea reported that David Werling asked for a reminder to encourage use of the PCMG Facebook page.

**OLD BUSINESS:**

Don met with the facilities director at the State Hospital and now has four keys to the storage building at the greenhouse for PCMG use. Some paint cans remain there, but we now have storage space. The Board thanked Don for securing this needed space.

**NEW BUSINESS:**

Bren Coop, treasurer, submitted a motion to the Board via email prior to the meeting. Don seconded this motion to accept Mt. Holly's special funding request of \$166.09. This is the cost for supplies needed for the remainder of this year. With Georgia abstaining, this motion passed.

After discussion of increased costs of gardening supplies for our projects, Don moved and Earline seconded that the Budget Committee consider increasing the budgeted amount for our projects (which is currently \$100.00) to \$200.00. The motion passed.

Beth has checked on space for the next Board Meeting when projects and PCMG applications are reviewed. The meeting will be held from 9-3 on Thursday, August 8<sup>th</sup> at the Extension Office.

Beth reports that Mentors are needed for the new class of PCMGs that will be trained in the fall.

The PCMG Christmas Party will be held Thursday, December 5<sup>th</sup> at the NLR Wyndham Riverfront. Cost is \$28.50 and includes a sit-down dinner.

Don, for the Nominating Committee, presented the following for Board positions:

Patti Womble – 2<sup>nd</sup> Vice President  
Judy Chapman – Member At Large  
Linda Fulbright – Secretary

Don moved and Marylea seconded that the Board pay the registration fees for the State Leadership Conference for these incoming Board members. The motion passed.

There being no further business, Don moved and Walter seconded that the meeting be adjourned at 10:50. The motion passed.

Respectfully submitted,  
Coralie Maxwell

Pulaski County Master Gardeners  
Agenda August 82013

Minutes

accepted \_\_\_\_\_

Reports

Treasurers

Accepted \_\_\_\_\_

Projects Evaluation - Walter

Committee Evaluation - Marylea

Unfinished business: Mackie Hamilton family agreed to use some of the monies recieved as memorials **be used for scholarships** .

**New Business** : Money to be given to 25<sup>th</sup> Master Gardener celebration ?

Also, gift for Janet Carson

Board to handle the watering, mowing, etc, for Beth. Two names so far that want to help are Barbara Patty and Mary Dandurand

Betty French resignation from Master Gardeners due to illness.

2013 August monthly summary - Last month

8/1/2013 through 8/31/2013

Category	8/1/2013- 8/31/2013
<b>INCOME</b>	
Dues	195.00
Interest Inc	0.88
MISC INCOME	5.00
Nametags	14.00
TOTAL MISC INCOME	19.00
<b>TOTAL INCOME</b>	<b>214.88</b>
<b>EXPENSES</b>	
Education Expense	
New Member Training	567.50
TOTAL Education Expense	567.50
Miscellaneous Expense	525.00
Proj-Old State House (OSH)	257.81
Projects	
Historic Ark Museum	112.37
TOTAL Projects	112.37
<b>TOTAL EXPENSES</b>	<b>1,462.68</b>
<b>OVERALL TOTAL</b>	<b>-1,247.80</b>

Balances 08/31/13 - As of 8/31/2013

As of 8/31/2013

Account	8/31/2013 Balance
<b>Bank Accounts</b>	
General Acnt Depository 1-BoA	18,292.54
PCMG Bank of Ozarks	19,232.80
Special Acnt-SBS Greenhouse Depos.2 BoA	22,940.47
<b>TOTAL Bank Accounts</b>	<b>60,465.81</b>
<b>Liability Accounts</b>	
AAC-Arkansas Arts Center	-576.74
OSH-Old State House	-491.13
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-1,275.80</b>
<b>OVERALL TOTAL</b>	<b>59,190.01</b>

**Pulaski County Master Gardener Board Meeting Minutes**  
**Thursday, August 8, 2013**  
**Pulaski County Extension Office**

Members Present: Marcella Grimmitt , Don Ford, Walter Jennings, Earline Zahn, Susan Crawford , Georgia Harris, Marylea Gazette, Bren Coop and Coralie Maxwell.

President Marcella Grimmitt called the meeting to order at 9:10 a.m.

The president asked for corrections to the June minutes. There being none, the minutes were approved as written.

Bren gave the Treasurer's report and the statement of financial condition was distributed and reviewed. The report was approved as presented.

Project Evaluations -Walter presented a summary of project evaluations. The few concerns expressed and suggestions to address them were discussed. All projects will continue this year.

Committee Evaluations – Marylea presented a summary of standing committee evaluations. After discussion regarding the change in utilization of the Photography Committee in light of the new Facebook Committee, Coralie moved and Don seconded that the Photography Committee be disbanded. The motion passed.

**OLD BUSINESS:**

Marcella reported that Beth Phelps has been in contact with Cathy Mayton, Mackie Hamilton's daughter, to discuss use of some of the memorial donations given for Mackie. She reported that Cathy liked the idea of scholarships for training for new Master Gardeners.

**NEW BUSINESS:**

Walter moved and Georgia seconded that PCMG give \$25 gift for Janet Carson in commemoration of the 25<sup>th</sup> Anniversary of the Master Gardener program in the state of Arkansas. The motion passed.

Don moved and Susan seconded that PCMG contribute \$500 toward the 25<sup>th</sup> Birthday Party for Arkansas Master Gardeners. The motion passed.

Bren presented a special funding request from the Historic Arkansas Museum Committee for \$12.37. Bren moved and Coralie seconded that this request be approved. The motion passed.

Bren reported that less than 28 members have past due dues. Bren will mail such notice to these members. Walter moved and Georgia seconded that these members be removed from the roll if dues payment is not made. The motion passed.

Don moved and Marylea seconded that the Board approve up to \$150.00 to be available for the Treasurer to purchase checks, book, ledgers and necessary items to do the treasurer's work.

Bren will look for the possibility of obtaining these supplies for free from a bank. The motion passed.

Marcella moved that Betty French be moved to sustaining status, contingent upon her paying dues. Walter seconded the motion and it passed.

The Board reviewed new Master Gardener applications and will call applicants so that a letter to those invited to train can be sent out around the first of September.

The Board meeting adjourned at 1:00 p.m.

Respectfully submitted,  
Coralie Maxwell

# Pulaski County Master Gardeners

## Project Evaluation (2013)

### Project Evaluation for     Stuff Committee

1. Please describe any significant successes or positive results of this year's work on your project. Our orders have increased. We had 2 sales for the 2012-2013 year. We will continue to have 2 sales a year at the Board's suggestion
  
2. Describe any problems or setbacks you had and possible solutions
  - a. With your host organization. N?A
  
  - b. With your committee members. (Did you have enough, too many, too many "no shows"?) I only have a co-chair. I have 4 additional people who help with 'modeling' and with taking orders as needed.
  
  - c. What was the average attendance on workdays? Was it adequate?  
  
N/A
  
3. Suggestions/recommendations for next year. (Include recommendation on whether or not to continue this project. If **not** recommending continuation, explain why.)  
Of course, we need to continue this committee. I recommend we begin to look for someone who could help this year and would like to take over as chair. I don't know that I can do this committee and be one of the vice chairs. I'll plan to continue until we can find someone who has a real interest. I plan on finding a slim fit golf shirt for women for the fall.,
  
4. Please list any donations your project has received i.e. plants, money, mulch. (You can approximate.)  
None.
  
5. Would you be willing to serve as chairman for your project next year? If you have a co-chair, would they also be willing to serve as co-chair next year. If you can't serve as a leader next year, do you have a recommendation for a replacement? See #3. My co-chair, Jane Proffitt does not want to be chairman.
  
6. Other comments and recommendations. Use the back if needed. This committee is a little more complicated than I originally thought. There are a lot more parts that have to be done to keep it together. If we ever had the space, the most effective idea would be a small closet size "store". People could try on their size and purchase what they wanted. I try to obtain samples from our vendor but carrying around all those samples is not easy. Since we only do 2 orders with the main membership and 1 with the newbies, this isn't too bad. We have 2 issues: People who order the incorrect size and want to return it, and our current vendor.

Let me explain,...If someone wants to return a size I know will be easy to resale, that isn't too bad but odd sizes would mean that WE would be stuck with the merchandise. I try to take each request as an individual case and that's worked out okay. We just need to encourage the statement that you ordered it, you own it. I don't know of a solution to this issue other than to do it case by case. Our vendor has a minimum for the number of items to be embroidered- (6). This hasn't been a problem since we have a large number of embroidered.

They have a minimum for each COLOR of ink of 12. For that reason, We now print in dark green and white. We were doing black on the safety shirts but do to the minimum, we'll have to use dark green. We don't have a problem in the fall, just the spring order. If necessary, we may have to find a vendor with a smaller minimum. This wasn't an issue with Oxford since they did their own printing.

Hope all of this makes sense to you. Call me if you have any questions and I can give you more information. This is a fun committee if I do say so myself.

**Submitted by Patti Womble**\_\_\_\_\_

**Date**\_\_\_\_7-`14-13

**2013 PROJECT EVALUATION RESULTS**

Project Name	Problems Concerns Host Organization	Problems Concerns Committee Member	Average Attendance	Suggestions/Recommendations For Next Year	Other Comments and Recommendations
Continuing Education	Attendance Low	None	6 to 8	Guidelines put together. Before classes think about attendance issues.	Carol nor Judy Want to confine as chairs. Kathy Ratcliffe may consider.
Directory	N/A		N/A	Project Continue, Good Start	Chairs will continue
Horticulture Hotline	Total Support	None Great Group		Project Important to keep	Ann Cooper off Committee, Nancy Kirsch will Chair & Look for Co chair
Newsletter/Master Mins	N/A	N/A	N/A	None	Jennice will continue
Mentoring	None	Only one	N/A	None	Sometime have trouble finding enough mentors
Meeting Welcome	None	None	2-3 Others Available if need	None	Will continue. Enjoy greeting people.
Photography	N/A	See Below		Consider disbanding project or merge with Facebook. See Below**	
Record Keeping	N/A	None	N/A	Change Options on Reset Password	None
Retention - Fran Ables	N/A	None	4	Online reporting will hopefully lessen time between date file and date received	
Retention - Louise Starling	N/A	None	Worked from Home	Continue as is	Great Committee Members
Recruitment/Promotion Social	None	None	20 OK	Continue as is.	Have new co-chairs. Phoebe will work with them this year
Stuff	N/A	None	2 to 4	Several See attached	Current chair continue until find new one
Sunshine	N/A	None	N/A	Continue as is	Very satisfying job.
Travel		No Shows, no participation	N/A	Add working Members/Budget \$100*	Chairs will continue
* Members paying for copies of maps & directions					
** When the Facebook committee was formed a decision was made to have the photography committee be separate. At the time we all thought this was the right decision however, the photo guidelines (photo style, frequency, etc) were issued by the Facebook administrator. Several of the photographers had not originally volunteered to upload photos for social media commentary which resulted in confusion and misinformation. Recommend that committee be renamed or reorganized to support the Facebook page requirements. This would facilitate clear expectations for the committee members. If a photographer or any Master Gardener who does not want to submit photos to Facebook they can share photos with Garden Project Members. The garden chair would have the option to maintain these photos. Recommend future photography classes be funneled through Continuing Ed committee for consideration. (Info from Kathy Ratcliffe, Chair, on Evaluation form)					
I discussed this at length with Beth and our thinking was probably to just disband the photography committee and let the members work on the Facebook Committee if they choose to. Most Projects take their own pictures and keep or share with Facebook. Marylea					

# 2013 Master Gardener Project Evaluations

## Project                      2014 Chairs

Amy Sanders	No Change		
Argenta	No Change		
Art Center			
BRI Rehab	No Change	Presentation for new class	Oct 12th Session
Cammack	No Change		
Contemplation	No Change		
County Extension	No Change		
Curren Hall	Hope all will remain		
Governor's Veg. Garden	Looking for new Co-Chair		
Greenhouse	No Change		
Hays Center	No Change		
Historic Ark. Museum	No Change		
Jacksonville	No Change		
Maumelle	No Change		
Mt. Holly	No change		
Old Mill	No Change		
Old State House	No Change		
Park Hill Water Works	No Change		
Pathfinder	No Change		
Pinnacle Mountain	No Change		
River Market	No Change		
Scholars Garden	No Change		
State Extension	Need to address		
State Hospital	No Change		
War Memorial	No Change		
Wildwood	Need new Chair		
Witt Stephens	No Change		

# 2013 Master Gardener Project Evaluations

<u>Project</u>	<u>Successes</u>	<u>Problems</u>	<u>Attendance</u>	<u>Additional Volunteers</u>	<u>Recommendations</u>
Amy Sanders	Butterfly Garden	Bad Worn on some pl	great	more than half attend	Program Ball Seed/Short Edu Pr
Argenta	Mayor Letter		Nearly all show	One more person	
Art Center	Great Involvement		good 8	Sufficient volunteers	
BRI Rehab	Edu and Hands-on	New Team	good	but need to fill team	promote for new members
Cammack	Irrigation and Host	Good	8	New volunteer non last 2 yrs	
Contemplation	Added Social Event	early watering proble	Adequate	could use additional volunteer	
County Extension	Work Well Together		4 to 5	New Volunteers	
Curren Hall	Garden Looks Great	and better attendance			
Governor's Veg. Garden	co-operation with host		6 to 8		
Greenhouse	Great Plant Sales and Participation		8 to 10 adequate	Could use more	
Hays Center	Solved Lower Bed Issue		4 to 5 attendance	More Male volunteers	
Historic Ark. Museum	Garden Looks Great and better attendance	Half normally		8 need more people	Sometime work 3 or 4 times a y
Jacksonville	Help of past Chair	attendance	3 to 4	Need More members	
Maumelle	Rock Garden		6/11 on Project	One more male	
Mt. Holly	Team Assignment		very good	enough people	Need increase funding
Old Mill	Better attendance	Host taking hedge cli	5 to 7 per workday	Camp Roberson Kid help	New classes working assigned p
Old State House	Purchased urns			current 11 is enough	
Park Hill Water Works	Cottage Garden	Member ages	3 to 4	Need members	
Pathfinder	Wonderful Sale		9 to 11 very good		
Pinnacle Mountain	Beautiful Meadow		good	Could use more members 8 to 9	
River Market	Support Greenhouse and Chamber		Excellent 4		
Scholars Garden	Irrigation and new members		adequate		
State Extension	Beds	Need to consider Changes		8	
State Hospital	Beds look great		4	Only 2 hours twice a year	New Chair to co-ordinate
War Memorial	Best year ever 1300, 1300, 1000 tulips		great	Could use one person	
Wildwood	Planting in Asian Gar	Poor Attendance	sometimes only 4	7 members perfect	
Witt Stephens	Maturity of Plants		excellent	No need for additional members	

2013 July monthly summary - Last month

7/1/2013 through 7/31/2013

Category	7/1/2013- 7/31/2013
<b>INCOME</b>	
Dues	100.00
Project-Greenhouse Sales (Income)	19.00
<b>TOTAL INCOME</b>	<b>119.00</b>
<b>EXPENSES</b>	
Miscellaneous Expense	
Nametags	14.00
<b>TOTAL Miscellaneous Expense</b>	<b>14.00</b>
Projects	
Arkansas Art Center (AAC)	36.19
Mt Holly	157.59
<b>TOTAL Projects</b>	<b>193.78</b>
<b>TOTAL EXPENSES</b>	<b>207.78</b>
<b>OVERALL TOTAL</b>	<b>-88.78</b>

Balances 07/31/13 - As of 7/31/2013

As of 7/31/2013

Account	7/31/2013 Balance
<b>Bank Accounts</b>	
General Acnt Depository 1-BoA	18,292.54
PCMG Bank of Ozarks	20,479.67
Special Acnt-SBS Greenhouse Depos.2 BoA	22,940.47
<b>TOTAL Bank Accounts</b>	<b>61,712.68</b>
<b>Liability Accounts</b>	
AAC-Arkansas Arts Center	-576.74
OSH-Old State House	-491.13
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-1,275.80</b>
<b>OVERALL TOTAL</b>	<b>60,436.88</b>

Pulaski County Master Gardeners Board Meeting  
Agenda, September 17, 2013

Minutes

Approved\_\_\_\_\_

Reports

Treasurers

Approved\_\_\_\_\_

Social Committee - Mary Roark & Suzanne Potts

Old Business

Limiting hours at Flower & Garden Show ?How many  
got 10 hours or more?

28 people not paid dues as yet.

New Business

License plates ; What charge to other counties ?

Beth

**Pulaski County Master Gardener Board Meeting Minutes**  
**Tuesday, September 17, 2013**  
**St. James United Methodist Church**

Members Present: Marcella Grimmitt , Don Ford, Walter Jennings, Earline Zahn, Susan Crawford , Georgia Harris, Marylea Gazette, Bren Coop, Beth Phelps and Coralie Maxwell.  
Guests: Incoming Board members Judy Chapman, Linda Fulbright and Patti Womble. Other guests: Mary Roark and Suzanne Potts.

President Marcella Grimmitt called the meeting to order at 10:00 a.m.

The president asked for corrections to the August, 2013, minutes. There being none, the minutes were approved as written.

Bren gave the Treasurer's report and the statement of financial condition was distributed and reviewed. Only six people did not pay dues this year. The report was approved as presented. Walter commended Bren on her excellent work as Treasurer. The Board concurred.

Project Report -Walter reported that both Wildwood and the State Extension Office Projects need some help in determining chairs and that work is being done in that regard.

Committee Report – Mary Roark and Suzanne Potts, for the Social Committee, presented a proposal for the Board to consider to help keep the ticket price below \$30.00 for those attending the PCMG Spring Picnic (Reception & Dinner) which is scheduled to be held at the Arkansas Governor's Mansion on May 15, 2014. The proposal asked the Board to contribute \$500.00 toward the event. The Board thanked the Social committee for their hard work on the many events they plan.

After lengthy discussion, the consensus was that since only a limited number of PCMGs and guests can attend this event, subsidizing it was not in the best interest of the whole organization. Don moved and Earline seconded that the request for \$500.00 toward the Spring Picnic be declined. The motion passed.

Don then moved and Walter seconded that the Board cover the ticket cost of special guests of PCMG to the Spring Picnic including Judge Buddy Villines and his wife and Janet & Clay Carson. The motion passed.

**OLD BUSINESS:**

The Board discussed the feasibility of limiting the number of hours worked at the Arkansas Flower and Garden Show that count toward the Project Hour requirement of PCMG membership. This discussion came about because it has been voiced that such hours take away from garden project hours given by some.

**NEW BUSINESS:**

Marcella reported that there is interest in selling our MG License Plates to County 76 representatives. Don moved and Walter seconded that we authorize the sale of MG License Plates to any MG for \$5.00 with any shipping cost paid by the purchaser. The motion passed.

Don, Chair of the Nominating Committee, presented the following slate of candidates for officers for the 2013-2014 PCMG calendar year:

Walter Jennings	President
Marylea Gazette	First Vice President
Patti Womble	Second Vice President
Linda Fulbright	Secretary
Judy Chapman	Member at Large

The Board accepted the report of the Nominating Committee and thanked Don, Jane Gulley and Jet Cuffman for their work on the committee.

Beth presented Leave of Absence requests for Bridget Shuffield and Barbara Patty due to family/health issues. Don moved and Georgia seconded that these requests be granted. The motion passed.

Beth presented a request to return to PCMG from Deborah Redding. Don moved and Marylea seconded that this request be granted. The motion passed.

Beth reported that two MGs from Saline County are transferring to Pulaski County. They are expected to be introduced at the General Meeting today.

Outgoing board members Coralie, Earline and Don thanked the Board for a good experience working on the PCMG Board.

There being no further business, the meeting adjourned at 11:12 a.m.

Respectfully submitted,  
Coralie Maxwell

Dear Master Gardener Board:

The Pulaski County Master Gardener Spring Picnic (Reception & Dinner) will be held at The Arkansas Governor's Mansion on May 15, 2014. To keep ticket prices below \$30.00, thus allowing more members to attend, the Social Committee is asking the MG Board to help cover part of the Fixed Expenses. Based on an estimate of 180 attendees, those expenses are as follows:

Building Usage Fee (note - reduced from \$500.00)	\$250.00
Two Bartenders @ \$15.00 each per hour x 2 hours each	60.00
Table Cloths: 18 - ten top tables @ \$20.50 each	369.00
5 - tall cocktail tables @ \$20.50 each	102.50
4 - 6 foot tables @ \$1.55 each	6.20
4 - 8 foot tables @ \$1.90 each	7.60
Napkins: 15 cents each x 180	<u>27.00</u>
<b>Total Fixed Cost</b>	<b>\$822.30</b>

Fixed cost per person	\$ 4.56
Entree, salad & dessert	25.00
Reception snacks & punch	<u>1.21</u>
Total Cost per person	\$30.77

If the Master Gardener Board could contribute \$500.00, the fixed cost would be \$322.30.

Fixed cost per person	\$ 1.79
Entree, salad & dessert	25.00
Reception & centerpieces	<u>1.21</u>
Total Cost per person	\$28.00 (a reduction of \$2.77 per ticket)

The reception and centerpiece charge includes the following:  
Hors d'oeuvres and non-alcoholic beverage for the reception plus centerpieces for tables inside the hall. In addition, we will ask Clark Trim if he would be willing to donate wine for the event.

Suzanne Potts and I will be attending the Board Meeting at 10:15 AM September 16 to present this request.

Mary Roark  
PCMG Social Committee  
September 7, 2013

Policies and procedures:

1. The PCMG Social Committee shall have primary responsibility for planning and implementing social events for the organization. When determining costs for such social events (which may not necessarily be limited to the events listed below), the following policies should be followed:

a. PCMG shall include in its annual budget expenses for non-ticketed social events (e.g., new member reception or summer social) which are for the benefit of the general membership. Expenses or refreshments for social events may include voluntary participation by its members.

b. Expenses for ticketed social events, (e.g., holiday party or spring social) shall be covered by the cost of the ticket.

c. Expenses for any "special guest or honoree" invited to PCMG social events should be included in its annual budget.

d. Monies collected and disbursed shall be handled through the PCMG bank accounts.

2013 September monthly summary - Last month

9/1/2013 through 9/30/2013

Category	9/1/2013- 9/30/2013
<b>INCOME</b>	
Dues	160.00
Education - Income	
New Member Training	6,750.00
TOTAL Education - Income	6,750.00
Interest Inc	0.80
<b>MISC INCOME</b>	
Nametags	14.00
TOTAL MISC INCOME	14.00
Project-Greenhouse Sales (Income)	230.00
<b>TOTAL INCOME</b>	<b>7,154.80</b>
<b>EXPENSES</b>	
Proj - Greenhouse Expenses	342.84
Projects	
Arkansas Art Center (AAC)	27.15
County Extension Office	43.79
TOTAL Projects	70.94
<b>TOTAL EXPENSES</b>	<b>413.78</b>
<b>OVERALL TOTAL</b>	<b>6,741.02</b>

Balances 09/30/13 - As of 9/30/2013

As of 9/30/2013

Account	9/30/2013 Balance
<b>Bank Accounts</b>	
General Acnt Depository 1-BoA	25,042.54
PCMG Bank of Ozarks	19,223.82
Special Acnt-SBS Greenhouse Depos.2 BoA	22,940.47
<b>TOTAL Bank Accounts</b>	<b>67,206.83</b>
<b>Liability Accounts</b>	
AAC-Arkansas Arts Center	-549.59
OSH-Old State House	-491.13
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-1,248.65</b>
<b>OVERALL TOTAL</b>	<b>65,958.18</b>

# **Pulaski County Master Gardener Board Meeting Minutes**

Tuesday, October 15, 2013

St. James Methodist Church

Members Present: Judy Chapman, Bren Coop, Susan Crawford, Linda Fulbright, Marylea Gazette, Marcella Grimmatt, Georgia Harris, Walter Jennings, Beth Phelps, and Patti Womble.

President Walter Jennings called the meeting to order at 10:00.

The president asked for corrections to the September minutes. There being none, the minutes were approved as written.

Bren gave the Treasurer's report. The financial summary was distributed and reviewed. The report was approved as presented. A motion was addressed concerning scholarships for members in the training class.

Project Evaluation – A summary of the project evaluations was presented. The number of committee members on the State Extension Office and Wildwood projects was discussed. As the new Master Gardeners are assigned to their projects, the need should be filled.

Committee Reports – The Continuing Education needs a co-chairman. Ways to address this were discussed. Marcella agreed to chair the Stuff committee. Patti gave a report of our future guest speakers.

## **OLD BUSINESS**

A discussion of project committee members who use the Flower and Garden Show to meet the twenty hour requirement was held. No action was taken.

A change in the financial policy pertaining to the Social committee was presented. A motion to approve the change was made and seconded. It was approved as policy. The new policy is –

The PCMG Social Committee shall have primary responsibility for planning and implementing social events for the organization. When determining the cost for such social events (which may not necessarily be limited to the events listed below), the following policies should be followed.

1. PCMG shall include in its annual budget expenses for the non-ticketed social events (e.g. new member reception, July Ice cream social) which are for the benefit of the general membership. Expenses or refreshments for social events may include voluntary participation by members.
2. Expenses for ticketed social events, (e.g. Christmas party or Spring Social) shall be covered by the cost of the ticket.
3. Expenses for any "special guests or honorees" invited to PCMG social events should be included in its annual budget.
4. Moneys collected and disperse shall be handled through the PCMG treasurer.

## NEW BUSINESS

Bren, Georgia and Susan agreed to be on a committee for the 2014 budget.

The orientation for committee chairmen will be held on January 29, 2014. Janet Carson will speak on keeping new volunteers engaged with their project committee.

The board agreed to hold a special session to discuss plans for the future. It will be held January 8, 2014.

A request from the Travel and Social committee for a deposit on a bus for a trip to Bellingrath Gardens was presented. After a discussion, a motion was made and seconded to allow the Travel committee to make a deposit on the bus, pending approval by the State Extension Office, with a refundable deposit. The motion passed.

A motion was made and seconded to grant leave of absence to Sandy Hardin for medical reasons. The motion was approved.

Each county will receive a School Gardening Kit with everything to build two raised beds. A motion was made, seconded and approved for the Pulaski County kit to be given to Laverne Davis for the Crump Garden for youth.

In celebration of the 25<sup>th</sup> Anniversary of the Master Gardener program, each county is receiving an azalea.

The Busy Bee committee needs a coordinator. Bren and Marcella agreed to coordinate together.

Beth brought to our attention that our tax identification number should be changed to coordinate with the State Extension office.

The Board meeting was adjourned at 11:10 a.m.

Respectfully submitted,

Linda Fulbright

## **Pulaski County Master Gardener Board Meeting Minutes**

Tuesday, November 19, 2013

St. James Methodist Church

Members present: Bren Coop, Susan Crawford, Linda Fulbright, Marylea Gazette, Marcella Grimmett, Georgia Harris, Walter Jennings, Beth Phelps and Patti Womble.

President Walter Jennings called the meeting to order at 10:05.

Walter asked for corrections and/or additions to the minutes. There being none, the minutes were approved as written.

Bren gave the Treasurer's report, and the statement of financial condition was distributed and reviewed. The report was approved as presented. Bren reported that the Pleasant Valley Garden Club had given an honorarium in appreciation of Clark Trim.

Project Reports – Marylea reported all committees have chairmen except the State Extension committee, which also needs a cochairman. Park Hill Water Works needs some additional members, and Beth was asked to assign some from the new class.

Committee Reports – Patti will be sending a letter to all committee chairmen regarding the Chairs Training Meeting. It is scheduled for January 30, 2014. She also suggested the position of 2<sup>nd</sup> VP being divided into two positions, with one being responsible for continuing education and the other for projects. This will be on the agenda for our planning meeting session, January 8, 2014.

### **OLD BUSINESS**

Walter reminded the members of the planning session to be held January 8, 2014.

The Chairs Training date is January 30, 2014, 1:00 to 3:00, at the State Extension Office.

It was reported that Laverne Davis had picked up the School Gardening Kit.

The deposit for the bus for the Bellingrath Gardens Trip has been made.

### **NEW BUSINESS**

Bren presented the 2014 budget. There was a motion made and seconded for approval of the budget. The motion passed. It was noted that there is a provision for each project committee to receive \$200, an increase from the previous \$100. There was a suggestion that PCMG purchase a rolling cart, style to be determined, but no action was taken.

The Christmas Party is scheduled for December 5, 2013, at the Wyndham in North Little Rock. The cost is \$28.50 per person.

There was a discussion of the online hours reporting. The system has been undergoing some tweaking. All hours must be reported by December 31, 2013.

The Ice Cream Social and Garden Tour is July 15, 2014. The Mount Holly project committee will be in charge of arrangements this year.

Harriet Upshaw and Al Schneider have requested leaves of absence, and Susan Vall has asked to be reinstated. A motion was made, seconded and passed to grant these requests.

Beth distributed Volunteer Manuals.

The meeting was adjourned at 11:00 AM.

Respectfully submitted,

Linda Fulbright

2013 NOV monthly summary - Nov 2013

11/1/2013 through 11/30/2013

12/28/2013

Page 1

Category	11/1/2013- 11/30/2013
<b>INCOME</b>	
Education - Income	
New Member Training	54.00
TOTAL Education - Income	54.00
Interest Inc	0.34
Project-Greenhouse Sales (Income)	-113.15
Project-Old State House (Income)	554.81
Social Events - Income	3,648.00
<b>TOTAL INCOME</b>	<b>4,144.00</b>
<b>EXPENSES</b>	
Awards	184.76
Education Expense	
New Member Training	2,106.40
TOTAL Education Expense	2,106.40
Proj - Greenhouse Expenses	
Pathfinder	1,230.24
TOTAL Proj - Greenhouse Expenses	1,230.24
Proj-Old State House (OSH)	29.03
Projects	
Arkansas Art Center (AAC)	503.55
Cammack Fruit Demo Garden	29.40
Gov's Veg Garden	89.66
TOTAL Projects	622.61
Social Events Expense	36.66
Stuff - Clothes & Accessories	16.22
<b>TOTAL EXPENSES</b>	<b>4,225.92</b>
<b>OVERALL TOTAL</b>	<b>-81.92</b>

Balances NOV 2013 - As of 11/30/2013

As of 11/30/2013

Account	11/30/2013 Balance
<b>Bank Accounts</b>	
General Acnt Depository 1-BoA	22,765.98
PCMG Bank of Ozarks 3566	8,217.04
PCMG Bank of Ozarks 4833	12,172.95
Special Acnt-SBS Greenhouse Depos.2 BoA	22,940.47
<b>TOTAL Bank Accounts</b>	<b>66,096.44</b>
<b>Liability Accounts</b>	
AAC-Arkansas Arts Center	-46.04
OSH-Old State House	-759.10
PHWW-Park Hill Water Works	-207.93
<b>TOTAL Liability Accounts</b>	<b>-1,013.07</b>
<b>OVERALL TOTAL</b>	<b>65,083.37</b>