

PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES

JANUARY 17, 2017

ST. JAMES METHODIST CHURCH

President Kathy Ratcliffe called the meeting to order at 9:58 am, and brought greetings from past president Patti Womble.

Members Present: Kathy Ratcliffe, Joellen Beard, Pam Gadberry, Kathleen Reynolds, Greta Wright, Sharon Gragg, Susanne Potts, Paul Nolte, Carol Young and agent Randy Forst.

Pam moved to accept the minutes from December 2016, it was seconded and approved.

Pam presented the Treasurer's Report. The figures are final for the Bank of the Ozarks account for 2016, but the Bank of America statement has not arrived for reconciliation. Joellen moved for the acceptance of the Treasurer's Report. It was seconded and approved.

UNFINISHED BUSINESS

Susan Rose has agreed to chair the standing committee on the Newsletter. She will send out a survey to all PCMGs to see if the newsletter is a viable way for everyone to receive information. She will report the results at the February board meeting.

Joellen reported on the two pre-conference tours to be offered in conjunction with the State Convention in May. One will include a trip to P. Allen Smith's Moss Mountain Farm and Pinnacle Mountain State Park, and the other will tour the Pulaski Tech Culinary School, with a mystery basket cooking demo, lunch with a speaker on nutrition, a canning demonstration, and a trip to River Valley Horticulture.

NEW BUSINESS

Randy reported that 19 people are remiss with their 2016 hours, dues, or both. They have all received letters indicating that their membership is in jeopardy. Two have entered adequate hours, but did not pay dues. They will be asked to pay for 2016 and 2017, to remain active members. One person paid dues, but didn't work enough hours. They may continue if they pay 2017 dues and work 40 hours, as required for a new member. The Project Chairs will get an update on hours/dues on June so that they can follow up with their members.

In 2016, the State Conference silent auction items were purchased for \$200 and the proceeds went to the Janet B. Carson Scholarship.

Suzanne, Kathy and Randy presented the March 24 Social Event proposal. (see attached Proposal, Draft Expense Income and Worksheet, and Contract). Joellen moved to accept, it was seconded and approved.

Paul reported on the on-line directory. It works well with Google Chrome and higher versions of Internet Explorer. It is basically ready to go live, but access will be given to the board to test it. The General Membership will only have access to the static pages, the board and committee chairs will have interactive access. A vote to publish will be taken by the board after the testing is completed.

Kathleen gave out the schedule for the monthly meeting speakers.

Carol found a few minor changes to the Volunteer Manual. She and Kathy will check it over again and send Vicky Kessel notes on changes.

Greta reported that her recruitment committee consists of Pam Gadberry, Sharon Gragg, and Dena Peckham. They will have a table at the Flower and Garden Show, and will develop a postcard to send to prospective MGs.

Gaye Anderson requested to return after a leave of absence, and Wanda Paes requested a leave of absence for 2017. Both were approved.

Upcoming events are: Arkansas Flower and Garden Show, February 24-26, Social Event March 25, and the State Convention, May 20-23.

Respectfully submitted,

Carol Young, acting secretary

Pulaski County Master Gardeners
2017 Monthly Meeting Presenters List

January 17 - Garden Tools – Claudette Cooper, president of Garland County Master Gardeners – 310-251-6383 catlover72@aol.com

February 21- Propagation Methods – Dr. Jim Robbins, Ornamental Horticulturist, U of A Agriculture Extension Service – 671-2237 jrobbins@uaex.edu

March 21 - Grafting Woody Plants – Dan Chapman, Director of the UA Fruit Research Station – 479-754-2406

April 18 – Moss Gardening – Madeline Samec, Site Manager, Compton Gardens, Bentonville, AR – 479-271-0947 cell 904-316-2650 madeline@peelcompton.net

May 16 – Define Your Garden Style – Bob Byers, Ft. Worth Botanical Gardens – [Bob Byers@fortworthtexas.gov](mailto:Bob.Byers@fortworthtexas.gov)

June 20 – Beyond Pansies & Azaleas – TBA
Growing Epiphytes -
What Your Garden Reveals About You -

September 19 – Landscaping Problem Areas – Randy Forst, Pulaski County Agent, U of A Agriculture Extension Service –

October 17 – Master Naturalist Certification and “Leave No Trace” – Nancy Deckard, Master Naturalist – 214-325-4111

Master Gardeners Summary of Revenue and Expense							
BANK of the OZARKS	1/31/2017 Bank Balance:			29,765.51			
For Period January, 2017							
	JAN	JAN	YTD	YTD	NET	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership dues - 2017	3,985.00		3,985.00		3,985.00	8,000.00	
Membership dues - 2016 pd in 2017	795.00		795.00		795.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
License Plates					0.00	200.00	
Ice Cream Social					0.00		(200.00)
General Expense							
Awards/Auction don. for st mtg					0.00		(200.00)
County 76 Donation		(200.00)		(200.00)	(200.00)		(200.00)
Postage-Supplies		(52.02)		(52.02)	(52.02)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums	430.00		430.00		430.00		(1,000.00)
PNG Registrations					0.00		(700.00)
Recruiting					0.00		(400.00)
Donation to State Convention-2017		(3,000.00)		(3,000.00)	(3,000.00)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception		(41.61)		(41.61)	(41.61)		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension					0.00		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery					0.00		
Old Mill					0.00		
Pinnacle Mountain					0.00		
River Market					0.00		
State Hospital					0.00		
UAMS Family Home					0.00		
War Memorial					0.00		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	5,210.00	(3,293.63)	5,210.00	(3,293.63)	1,916.37	11,200.00	(16,550.00)

Master Gardeners Summary of Revenue and Expense									
BANK OF AMERICA									
For Period Jan, 2017									
	JAN	JAN	YTD	YTD	Balance:	Net		BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	SALES TAX	INC/EXP		Income	Expense
Revenue and Expense									
Gifts/ Donations	125.00		125.00			125.00		500.00	
Calendar Sales	58.00	(120.00)	58.00	(120.00)		(62.00)		0.00	
License Plates						0.00		0.00	
Name tags	7.00		7.00			7.00		200.00	(200.00)
Business Cards						0.00		200.00	(200.00)
Continuing Education									
Meetings	200.00		200.00			200.00		1,500.00	(1,000.00)
Travel/Speakers		(117.60)		(117.60)					
New Member Training									
Fall 2016		(110.00)		(110.00)		(110.00)		9,000.00	(9,000.00)
Projects									
Little Rock Greenhouse		(62.95)		(62.95)		(62.95)	(2)	10,000.00	(7,000.00)
Pathfinder Greenhouse		(2,540.92)		(2,540.92)		(2,540.92)		200.00	
Arkansas Arts Center						0.00			
Old State House						0.00			
Park Hill Water Works						0.00		1,000.00	(1,000.00)
General Expense									
Travel						0.00		7,000.00	(7,000.00)
Awards to Members (10 & 20 yr)						0.00			(200.00)
Postage & Supplies						0.00			(200.00)
Directory						0.00			(2,200.00)
Chair Orientation						0.00			(1,500.00)
Spring Event @ Chris Olson's						0.00		4,000.00	(4,000.00)
Fall Social						0.00		3,000.00	(3,000.00)
Christmas Luncheon						0.00		4,000.00	(4,000.00)
NET INCOME/EXPENSE	<u>390.00</u>	<u>(2,951.47)</u>	<u>390.00</u>	<u>(2,951.47)</u>	<u>0.00</u>	<u>(2,443.87)</u>		<u>40,600.00</u>	<u>(42,000.00)</u>
(1) Budget for all seminars									
(2) Budget for both greenhouses									

**PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES
FEBRUARY 21, 2017
ST. JAMES METHODIST CHURCH**

President Kathy Ratcliffe called the meeting to order at 10:00.

Members present: Joellen Beard, Randy Forst, Pam Gadberry, Sharon Gragg, Paul Nolte, Suzanne Potts, Kathy Ratcliffe, Kathleen Reynolds, Greta Wright, Patti Womble, Carol Young and Linda Fulbright.

Sharon made a motion to approve the minutes, and it was seconded. The motion passed.

The Treasurer's report was presented by Pam. Carol made a motion to accept the report. It was seconded and passed.

UNFINISHED BUSINESS

Randy reported that Pulaski County has 504 Master Gardeners. This number includes active, sustaining and life members.

Joellen gave a report on the State Conference. Presently, there are 365 people registered, plus 150 volunteers.

Paul reported on the progress of the online directory. There was a discussion regarding the introduction of the directory to the members. Initially, there will be an option for a hard copy. The number of copies that would be needed was discussed. A decision on the number was not made at this meeting.

Ninety-six people have registered for the afternoon tea at Chris Olsen's home, Edgemont. It will be March 25th, 1:00 – 3:00. The cost is \$20.

Greta gave a report on the MG recruitment plans which will potentially increase our visibility. She and her committee have worked on a recruitment poster and brochure. The sample poster and brochure were given to Randy for approval. After approval, 100 posters and 500 brochures will be ordered.

Kathy reported that the newsletter survey had 55 responses.

NEW BUSINESS

Kathy announced the formation of a project evaluation team. The members of this team will be the president, past president, 2nd vice president, and two master gardeners. They will be evaluating ten projects this year.

The new MG training has been set for every Wednesday, August 23rd through October 4th, 2017.

John Carter has asked for reinstatement into the program. He has paid his dues. Linda made a motion to reinstate him. The motion was seconded and passed. Steve Engel has requested a leave of absence. Joellen made a motion that it be granted. The motion was seconded and passed.

Suzanne gave a brief report on the 2017 December luncheon. No action was taken.

The meeting was adjourned at 11:10.

**Respectfully submitted,
Linda Fulbright**

Master Gardeners Summary of Revenue and Expense							
BANK of the OZARKS				10/31/2016	34,214.43		
For Period Jan-Oct, 2016							
	OCT	OCT	YTD	YTD	Net	BUDGET 2016	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership Dues	60.00		7,575.00		7,575.00	8,500.00	
Revenue and Expense							
Logo Clothing	3,689.00		5,369.00	(1,391.71)	3,977.29	2,000.00	(2,000.00)
License Plates			150.00		150.00	200.00	
Other Expense*				(4.00)	(4.00)		
Ice Cream Social				(143.92)	(143.92)		(200.00)
Spring Fling				(2,976.18)	(2,976.18)		0.00
PNG		(90.00)		(90.00)	(90.00)		
General Expense							
Awards					0.00		(200.00)
Postage-Supplies				(266.12)	(266.12)		(300.00)
Facebook/Photography				(80.00)	(80.00)		(100.00)
Meeting Welcome				(37.90)	(37.90)		(50.00)
Speaker/Honorariums				(62.80)	(62.80)		(1,000.00)
Donation-County 76				(200.36)	(200.36)		0.00
New Member Expense							
Tour					0.00		
Reception					0.00		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension				(68.77)	(68.77)	300.00 additional	
Curran Hall		(176.96)		(176.96)	(176.96)	board approved	
Governor's Mansion				(113.24)	(113.24)		
Hays Center				(105.47)	(105.47)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery				(28.01)	(28.01)		
Old Mill				(10.29)	(10.29)		
Pinnacle Mountain		(90.93)		(90.93)	(90.93)	310.00 additional	
River Market		(35.69)		(35.69)	(35.69)	board approved	
State Hospital				(93.74)	(93.74)		
War Memorial		(32.60)		(32.60)	(32.60)		
Wildwood					0.00		
Witt Stephens					0.00		(3,600.00)
INCOME LESS EXPENSES	3,749.00	(426.18)	13,094.00	(6,008.69)	7,085.31	10,700.00	(7,650.00)
*Other Expense - Bank charge for rtn item							

PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES

MARCH 21, 2017

ST. JAMES METHODIST CHURCH

President Kathy Ratcliffe called the meeting to order at 10:00.

Members present: Joellen Beard, Randy Forst, Sharon Gragg, Paul Nolte, Suzanne Potts, Kathy Ratcliffe, Kathleen Reynolds, Patti Womble and Carol Young.

Joellen moved the approval of the February minutes. It was seconded and passed.

Sharon presented the Bank of the Ozarks statement. The Bank of America statement is pending. An email acceptance of the Treasurer's report will be sent out at a later date.

UNFINISHED BUSINESS

Joellen reported that there are 576 registered state conference attendees. The max is 700.

Kathy thanked Paul for all his work on the online directory. The board supports the move to the online directory, and Paul is updating the login requirements so more people can access it. It should be ready to be rolled out by the April or May meeting. In the meantime, hard copies are now available.

Paul will work with Susan Rose to integrate the Magnolia Chronicle in the website. He has also made a Google calendar that members can use to have MG dates on their personal calendars, if they wish.

There are 177 people registered for the Afternoon Tea this Saturday. The Summer Social will be held July 14th at the Historic Arkansas Museum.

Kathy reported that the recruitment brochures are available for delivery to the nurseries, as well as posters with gardening tips. Three of the brochures have been mailed back to the extension office, and 8-10 people expressed interest at the Flower and Garden Show. Each person will be contacted as soon as the brochure is returned to the office.

There is a statewide Saturday training in Arkadelphia this summer, and the online training is in the works as well.

Patti reported on the Team visit to the Hillary Rodham Clinton Children's Library. There are several MG's supporting this as a PCMG project, but no proposal has been submitted.

Kathy has appointed an ad hoc committee to explore the possibility of a demonstration garden at the 4-H Center in Ferndale. A site visit had been made. Notes from that visit will be distributed by email to the board.

NEW BUSINESS

Joellen reminded the board of the St. James workday on Tuesday, April 25th.

Joellen reported that the Maumelle Community Center project is asking to expand their project to include a new planting bed. The host is providing all soil and plant materials. Patti moved to approve the expansion request, it was seconded and passed.

Patti asked the board to approve an expenditure for two silent auction items for the state convention, at a cost of \$100 each. Joellen made the motion to approve, it was seconded and passed. Patti will procure the items, possible a bracelet and a keychain with the MG charm.

Leave of Absences for John Althoff (2nd year), and Mary Bea Gross were approved.

Randy reminded the board to contact their state legislators asking them to support the funding of the Cooperative Extension Service in the Revenue Stabilization Act.

The meeting was adjourned at 11:03.

Respectfully submitted,

Carol Young, acting secretary

Master Gardeners Summary of Revenue and Expense

BANK of the OZARKS

3/31/2017 Bank Balance:

33,943.08

For the Period Jan - Mar 2017

	<u>MARCH</u>	<u>MARCH</u>	<u>YTD</u>	<u>YTD</u>	<u>NET</u>	<u>BUDGET 2017</u>	
	<u>INCOME</u>	<u>EXPENSE</u>	<u>INCOME</u>	<u>EXPENSE</u>	<u>INC/EXP</u>	<u>Income</u>	<u>Expense</u>
General Revenue							
Membership dues - 2017	1,220.00	(20.00)	6,680.00	(20.00)	6,660.00	8,000.00	
Membership dues - 2016 pd in 2017			825.00		825.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
Charms	1,413.50		2,124.50		2,124.50		
License Plates					0.00	200.00	
Ice Cream Social					0.00		(200.00)
General Expense							
Awards/Auction don. for st mtg					0.00		(200.00)
County 76 Donation					0.00		(200.00)
Postage-Supplies	65.76	(83.92)	65.76	(135.94)	(70.18)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums/Memorials		(172.56)	430.00	(372.56)	57.44		(1,000.00)
PNG Registrations					0.00		(700.00)
Recruiting		(97.62)		(97.62)	(97.62)		(400.00)
Donation to State Convention-2017				(3,000.00)	(3,000.00)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception				(41.61)	(41.61)		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension		(300.00)		(300.00)	(300.00)		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Heffer				(26.71)	(26.71)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery					0.00	add'l \$150 approved by	
Old Mill		(28.88)		(28.88)	(28.88)	board	
Pinnacle Mountain		(8.00)		(8.00)	(8.00)		
River Market					0.00		
State Hospital					0.00		
UAMS Family Home					0.00		
War Memorial					0.00		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	2,699.26	(710.98)	10,125.26	(4,031.32)	6,093.94	11,200.00	(16,550.00)

Master Gardeners Summary of Revenue and Expense									
BANK OF AMERICA									
For Period Jan-Mar 2017									
	MARCH	MARCH	YTD	3/31/17	Balance:	Net	BUDGET 2017		
	INCOME	EXPENSE	INCOME	EXPENSE	SALES TAX	INC/EXP	Income	Expense	
Revenue and Expense									
Gifts/ Donations			125.00			125.00	500.00		
Calendar Sales			58.00	(120.00)		(62.00)	0.00		
License Plates						0.00	0.00		
Name tags	14.00	(21.00)	35.00	(35.00)		0.00	200.00	(200.00)	
Business Cards						0.00	200.00	(200.00)	
Continuing Education									
Meetings			200.00	(1,350.00)		(1,150.00)	1,500.00	(1,000.00)	
Travel/Speakers				(117.60)		(117.60)		(1,500.00)	
New Member Training									
Fall 2016				(110.00)		(110.00)	9,000.00	(9,000.00)	
Projects									
Little Rock Greenhouse		(198.11)		(261.06)		(261.06)	10,000.00	(7,000.00)	
Pathfinder Greenhouse		(754.88)		(3,295.80)		(3,295.80)			
Arkansas Arts Center						0.00	200.00		
Old State House						0.00			
Park Hill Water Works						0.00	1,000.00	(1,000.00)	
General Expense									
Travel						0.00	7,000.00	(7,000.00)	
Awards to Members (10 & 20 yr)				(28.89)		(28.89)	(200.00)	(200.00)	
Postage & Supplies						0.00		(200.00)	
Directory						0.00		(2,200.00)	
Chair Orientation						0.00		(1,500.00)	
Spring Event @ Chris Olson's	440.00	(2,365.00)	3,580.00	(2,940.00)		640.00	4,000.00	(4,000.00)	
Fall Social						0.00	3,000.00	(3,000.00)	
Christmas Luncheon						0.00	4,000.00	(4,000.00)	
NET INCOME/EXPENSE	<u>454.00</u>	<u>(3,338.99)</u>	<u>3,998.00</u>	<u>(8,258.35)</u>	<u>0.00</u>	<u>(4,260.35)</u>	<u>40,600.00</u>	<u>(42,000.00)</u>	
(1) Budget for all seminars									
(2) Budget for both greenhouses									
Notes:									
\$200.00 of meeting expense was reimbursed from the state convention account to this account in Jan. 2017									

Master Gardeners Summary of Revenue and Expense							
BANK of the OZARKS		2/28/2017 Bank Balance:		31,954.80			
For Period Jan-Feb 2017							
	FEB	FEB	YTD	YTD	NET	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership dues - 2017	1,475.00		5,460.00		5,460.00	8,000.00	
Membership dues - 2016 pd in 2017	30.00		825.00		825.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
Charms	711.00		711.00		711.00		
License Plates					0.00	200.00	
Ice Cream Social					0.00		(200.00)
General Expense							
Awards/Auction don. for st mtg					0.00		(200.00)
County 76 Donation					0.00		(200.00)
Postage-Supplies				(52.02)	(52.02)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums/Memorials			430.00	(200.00)	230.00		(1,000.00)
PNG Registrations					0.00		(700.00)
Recruiting					0.00		(400.00)
Donation to State Convention-2017				(3,000.00)	(3,000.00)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception				(41.61)	(41.61)		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension					0.00		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Heifer		(26.71)		(26.71)	(26.71)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery					0.00		
Old Mill					0.00		
Pinnacle Mountain					0.00		
River Market					0.00		
State Hospital					0.00		
UAMS Family Home					0.00		
War Memorial					0.00		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	2,216.00	(26.71)	7,426.00	(3,320.34)	4,105.66	11,200.00	(16,550.00)

Master Gardeners Summary of Revenue and Expense

BANK OF AMERICA
For Period Jan-Feb 2017

	FEB INCOME	FEB EXPENSE	YTD INCOME	YTD EXPENSE	2/28/17 Balance:	\$28,273.10	Net INC/EXP	BUDGET 2017 Income	BUDGET 2017 Expense
Revenue and Expense									
Gifts/ Donations			125.00				125.00	500.00	
Calendar Sales			58.00	(120.00)			(62.00)	0.00	
License Plates							0.00	0.00	
Name tags	14.00	(14.00)	21.00	(14.00)			7.00	200.00	(200.00)
Business Cards							0.00	200.00	(200.00)
Continuing Education									
Meetings		(1,350.00)	200.00	(1,350.00)			0.00 (1)	1,500.00	(1,000.00)
Travel/Speakers				(117.60)			(1,150.00)		(1,500.00)
							<i>(117.60)</i>		
New Member Training									
Fall 2016				(110.00)			(110.00)	9,000.00	(9,000.00)
Projects									
Little Rock Greenhouse				(62.95)			(62.95) (2)	10,000.00	(7,000.00)
Pathfinder Greenhouse				(2,540.92)			(2,540.92)	200.00	
Arkansas Arts Center							0.00		
Old State House							0.00		
Park Hill Water Works							0.00	1,000.00	(1,000.00)
General Expense									
Travel							0.00	7,000.00	(7,000.00)
Awards to Members (10 & 20 yr)		(28.89)		(28.89)			(28.89)		(200.00)
Postage & Supplies							0.00		(200.00)
Directory							0.00		(2,200.00)
Chair Orientation							0.00		(1,500.00)
Spring Event @ Chris Olson's	3,140.00	(575.00)	3,140.00	(575.00)			2,565.00	4,000.00	(4,000.00)
Fall Social							0.00	3,000.00	(3,000.00)
Christmas Luncheon							0.00	4,000.00	(4,000.00)
NET INCOME/EXPENSE	<u>3,154.00</u>	<u>(1,967.89)</u>	<u>3,544.00</u>	<u>(4,919.35)</u>	<u>0.00</u>		<u>14,577.76</u>	<u>40,600.00</u>	<u>(42,000.00)</u>
							<i>(1,325.36)</i>		

(1) Budget for all seminars

(2) Budget for both greenhouses

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Notes:

\$200.00 of meeting expense was reimbursed from the state convention account to this account in January, 2017

Master Gardeners Summary of Revenue and Expense							
BANK of the OZARKS		3/31/2017 Bank Balance:			33,943.08		
For the Period Jan - Mar 2017							
	MARCH	MARCH	YTD	YTD	NET	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership dues - 2017	1,220.00	(20.00)	6,680.00	(20.00)	6,660.00	8,000.00	
Membership dues - 2016 pd in 2017			825.00		825.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
Charms	1,413.50		2,124.50		2,124.50		
License Plates					0.00	200.00	
Ice Cream Social					0.00		(200.00)
General Expense							
Awards/Auction don. for st mtg					0.00		(200.00)
County 76 Donation					0.00		(200.00)
Postage-Supplies	65.76	(83.92)	65.76	(135.94)	(70.18)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums/Memorials		(172.56)	430.00	(372.56)	57.44		(1,000.00)
PNG Registrations					0.00		(700.00)
Recruiting		(97.62)		(97.62)	(97.62)		(400.00)
Donation to State Convention-2017				(3,000.00)	(3,000.00)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception				(41.61)	(41.61)		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension		(300.00)		(300.00)	(300.00)		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Heifer				(26.71)	(26.71)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery					0.00	add'l \$150 approved by	
Old Mill		(28.88)		(28.88)	(28.88)	board	
Pinnacle Mountain		(8.00)		(8.00)	(8.00)		
River Market					0.00		
State Hospital					0.00		
UAMS Family Home					0.00		
War Memorial					0.00		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	<u>2,699.26</u>	<u>(710.98)</u>	<u>10,125.26</u>	<u>(4,031.32)</u>	<u>6,093.94</u>	11,200.00	(16,550.00)

Master Gardeners Summary of Revenue and Expense									
BANK OF AMERICA									
For Period Jan-Mar 2017									
	MARCH	MARCH	YTD	YTD	3/31/17	Balance:	Net	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE		SALES TAX	INC/EXP	Income	Expense
Revenue and Expense									
Gifts/ Donations			125.00				125.00	500.00	
Calendar Sales			58.00	(120.00)			(62.00)	0.00	
License Plates							0.00	0.00	
Name tags	14.00	(21.00)	35.00	(35.00)			0.00	200.00	(200.00)
Business Cards							0.00	200.00	(200.00)
Continuing Education									
Meetings			200.00	(1,350.00)			0.00 (1)	1,500.00	(1,000.00)
Travel/Speakers				(117.60)			(1,150.00)		(1,500.00)
							(117.60)		
New Member Training									
Fall 2016				(110.00)			(110.00)	9,000.00	(9,000.00)
Projects									
Little Rock Greenhouse		(198.11)		(261.06)			(261.06) (2)	10,000.00	(7,000.00)
Pathfinder Greenhouse		(754.88)		(3,295.80)			(3,295.80)	200.00	
Arkansas Arts Center							0.00		
Old State House							0.00		
Park Hill Water Works							0.00	1,000.00	(1,000.00)
General Expense									
Travel							0.00	7,000.00	(7,000.00)
Awards to Members (10 & 20 yr)				(28.89)			(28.89)	(200.00)	(200.00)
Postage & Supplies							0.00		(200.00)
Directory							0.00		(2,200.00)
Chair Orientation							0.00		(1,500.00)
Spring Event @ Chris Olson's	440.00	(2,365.00)	3,580.00	(2,940.00)			640.00	4,000.00	(4,000.00)
Fall Social							0.00	3,000.00	(3,000.00)
Christmas Luncheon							0.00	4,000.00	(4,000.00)
NET INCOME/EXPENSE	454.00	(3,338.99)	3,998.00	(8,258.35)		0.00	(4,260.35)	40,600.00	(42,000.00)
(1) Budget for all seminars									
(2) Budget for both greenhouses									
Notes:									
\$200.00 of meeting expense was reimbursed from the state convention account to this account in Jan. 2017									

**PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES
APRIL 18, 2017
ST. JAMES METHODIST CHURCH**

Members present: Joellen Beard, Randy Forst, Pam Gadberry, Sharon Gragg, Paul Nolte, Suzanne Potts, Kathy Ratcliffe, Kathleen Reynolds, Greta Wright, Patti Womble, Carol Young and Linda Fulbright.

President Kathy Ratcliffe called the meeting to order at 10:00.

Joellen made a motion to accept the minutes. The motion was seconded and passed.

Pam gave the Treasurer's report. Patti moved that the report be accepted. The motion was seconded and passed.

UNFINISHED BUSINESS AND REPORTS

Joellen reported that 593 people have registered for State Convention. The "walk through" to acquaint the volunteers with the Doubletree is Monday, May 8th, at 9:00.

The workday at St. James UMC is scheduled for April 25th.

Greta gave a MG recruitment update. The 2017 class has received 53 responses of potential class members. There will be also be a booth at Bee Day, April 22nd, recruiting potential members. Five to eight volunteers are still needed to work at the booth.

Patti will purchase the items for the PCMG's donation to the State Conference Silent Action.

NEW BUSINESS

A potential new project was presented to the Board by Martha Coop. The project, "Dig Into Green" (DIG), will be in partnership with the Hillary Clinton Children's Library and Learning Center. If approved, there will be six project members, and Martha will be the chairman. A fact sheet is to be compiled, and the project may be presented to the general membership for a vote in May.

The Summer Social is scheduled for July 14th, 9:30 to 11:30 at Historic Arkansas Museum. Expected participation is about 100 people.

The meeting was adjourned at 11:20.

**Respectfully submitted,
Linda Fulbright**

Master Gardeners Summary of Revenue and Expense									
BANK OF AMERICA									
For Period Jan-Apr 2017									
	APRIL	APRIL	YTD	YTD	4/30/17	Balance:	Net	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE		SALES TAX	INC/EXP	Income	Expense
Revenue and Expense									
Gifts/ Donations			125.00				125.00	500.00	
Calendar Sales			58.00	(120.00)			(62.00)	0.00	
License Plates							0.00	0.00	
Name tags	7.00	(7.00)	42.00	(42.00)			0.00	200.00	(200.00)
Business Cards							0.00	200.00	(200.00)
Continuing Education									
Meetings			200.00	(1,350.00)			(1,150.00)	1,500.00	(1,000.00)
Travel/Speakers				(117.60)			(117.60)		(1,500.00)
New Member Training									
Fall 2017		(50.00)					(160.00)	9,000.00	(9,000.00)
Projects									
Little Rock Greenhouse	5,199.75	(622.54)	5,199.75	(883.60)			4,316.15	10,000.00	(7,000.00)
Pathfinder Greenhouse	4,712.00	(262.83)	4,712.00	(3,558.63)			1,153.37	200.00	
Arkansas Arts Center							0.00		
Old State House							0.00		
Park Hill Water Works							0.00	1,000.00	(1,000.00)
General Expense									
Travel							0.00	7,000.00	(7,000.00)
Awards to Members (10 & 20				(28.89)			(28.89)		(200.00)
Postage & Supplies							0.00		(200.00)
Directory		(1,509.99)		(1,509.99)			(1,509.99)		(2,200.00)
Chair Orientation							0.00		(1,500.00)
Spring Event @ Chris Olson's			3,580.00	(2,940.00)			640.00	4,000.00	(4,000.00)
Fall Social							0.00	3,000.00	(3,000.00)
Christmas Luncheon							0.00	4,000.00	(4,000.00)
NET INCOME/EXPENSE	<u>9,918.75</u>	<u>(2,452.36)</u>	<u>13,916.75</u>	<u>(10,710.71)</u>		<u>0.00</u>	<u>3,206.04</u>	<u>40,600.00</u>	<u>(42,000.00)</u>

Master Gardeners Summary of Revenue and Expense							
BANK of the OZARKS		4/30/2017 Bank Balance:		34,883.78			
For the Period Jan - Apr 2017							
	APRIL	APRIL	YTD	YTD	NET	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership dues - 2017	620.00		7,300.00	(20.00)	7,280.00	8,000.00	
Membership dues - 2016 pd in 2017			825.00		825.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
Charms	1,944.00	(1,255.00)	4,068.50	(1,255.00)	2,813.50		
License Plates					0.00	200.00	
Ice Cream Social					0.00		(200.00)
Chris Olson event		(268.50)		(268.50)	(268.50)		
General Expense							
Awards/Auction don. for st mtg					0.00		(200.00)
County 76 Donation					0.00		(200.00)
Postage-Supplies		(99.80)	65.76	(235.74)	(169.98)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums/Memorials			430.00	(372.56)	57.44		(1,000.00)
PNG Registrations					0.00		(700.00)
Recruiting				(97.62)	(97.62)		(400.00)
Donation to State Convention-2017				(3,000.00)	(3,000.00)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception				(41.61)	(41.61)		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension				(300.00)	(300.00)		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Heifer				(26.71)	(26.71)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery					0.00	add'l \$150 approved by	
Old Mill				(28.88)	(28.88)		board
Pinnacle Mountain				(8.00)	(8.00)		
River Market					0.00		
State Hospital					0.00		
UAMS Family Home					0.00		
War Memorial					0.00		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	2,564.00	(1,623.30)	12,689.26	(5,654.62)	7,034.64	11,200.00	(16,550.00)

**PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES
MAY 16, 2017
ST. JAMES METHODIST CHURCH**

Members present: Joellen Beard, Randy Forst, Pam Gadberry, Sharon Gragg, Suzanne Potts, Kathy Ratcliffe, Kathleen Reynolds, Greta Wright, Patti Womble, Carol Young and Linda Fulbright.

The meeting was called to order at 10:00 by Kathy Ratcliffe, president.

Carol made a motion to accept the minutes, and it was seconded. The motion was approved.

Pam and Sharon presented the Treasurer's Report. Joellen made a motion to accept the report. It was seconded and passed.

UNFINISHED BUSINESS AND REPORTS

2017 State Conference count down – The schedule has been sent to the volunteers, and things are ready to go. An email will be sent to the volunteers about parking.

Dig into Green Project proposal – This project will be based at the Clinton Children's Library and Learning Center. Some questions as to what age group this project will service have been addressed.

MG Recruitment Updates – Ten volunteers participated at the booth at the Bemis Bee Day. We got three great leads for new members. Randy has received 64 inquiries for the 2017 Fall class. Greta is having some additional brochures printed.

Summer Social – July 14th is the date proposed for the summer social. It is planned to be held at Historic Arkansas Museum from 9:30 – 11:00. Patti made a motion to approve the proposal, and it was seconded. The motion passed.

On Line Directory – The directory committee will start focusing on getting our bylaws and the newsletter on line.

NEW BUSINESS

Terri Bonner has asked to be reinstated, and Pat Jefferies has resigned from the PCMG program. Both requests were approved.

A note was read from Janet Carson thanking the PCMGs for the donation to the State Conference.

The meeting was adjourned at 11:00.

**Respectfully submitted,
Linda Fulbright**

PCMG Social Committee Catering

Details and Estimated Budget

Name of Event: *PCMG Summer Social and Tour at Historic Arkansas Museum
with ~~Ye Olde Country Brunch~~*

Social Committee Event Chairs: *Melanie Gibson and Lou Ellen Treadway*

Date: *Friday, July 14, 2017*

Time: *9:30 – 11 am*

Location: *Historic Arkansas Museum*

Estimated Attendance: *100* **A request has been made to ask members and guests to register for this event to get an accurate number of attendees to assist in adequately providing the proper amount of food.*

Meal Menu: *Ham on buttermilk biscuits, egg casserole squares, grit cakes
small flapjacks with chocolate gravy, cornbread scones with various jams,
coffee, orange juice, water.*

Costs: *\$200 (possible amount for reimbursement)
Various members of the Social Committee will prepare the food and will
have the option of submitting a reimbursement form for food
ingredient expenses listed on a clean receipt.*

*The social committee has paper goods left over from past events that
will be utilized so no additional expense is expected for those items.*

Approved by Katherine Friday, PCMG Social Committee Chair

*Katherine Friday
May 11, 2107*

Master Gardeners Summary of Revenue and Expense

		5/31/2017 Bank Balance:		34,060.92			
For the Period Jan - May 2017							
	MAY	MAY	YTD	YTD	NET	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership dues - 2017			7,300.00	(20.00)	7,280.00	8,000.00	
Membership dues - 2016 pd in 2017			825.00		825.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
Charms			4,068.50	(1,255.00)	2,813.50		
License Plates					0.00	200.00	
Ice Cream Social					0.00		(200.00)
Chris Olson event		(77.94)		(346.44)	(346.44)		
General Expense							
Awards/Auction don. for st mtg					0.00		(200.00)
County 76 Donation					0.00		(200.00)
Postage-Supplies			65.76	(235.74)	(169.98)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums/Memorials			430.00	(372.56)	57.44		(1,000.00)
PNG Registrations					0.00		(700.00)
Recruiting		(108.82)		(206.44)	(206.44)		(400.00)
Donation to State Convention-2017		(636.10)		(3,636.10)	(3,636.10)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception				(41.61)	(41.61)		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension				(300.00)	(300.00)		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Heifer				(26.71)	(26.71)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery					0.00	add'l \$150 approved by	
Old Mill				(28.88)	(28.88)		board
Pinnacle Mountain				(8.00)	(8.00)		
River Market					0.00		
State Hospital					0.00		
UAMS Family Home					0.00		
War Memorial					0.00		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	0.00	(822.86)	12,689.26	(6,477.48)	6,211.78	11,200.00	(16,550.00)

**PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES
JUNE 20, 2017
ST. JAMES METHODIST CHURCH**

Members present: Joellen Beard, Randy Forst, Pam Gadberry, Sharon Gragg, Paul Nolte, Suzanne Potts, Kathy Ratcliffe, Kathleen Reynolds, Greta Wright, Patti Womble, Carol Young and Linda Fulbright.

The meeting was called to order at 10:00 by Kathy Ratcliffe, president.

Joellen made a motion to accept the minutes. It was seconded and approved.

Pam presented the Treasurer's Report. Linda made a motion to accept the report. It was seconded and passed. It was decided that the bank balance would be reported in the minutes. The Bank of the Ozark balance at the end of May was \$34,060.92, and the Bank of America balance was \$32,025.51.

UNFINISHED BUSINESS AND REPORTS

Joellen, who was the State Conference chairman, gave a report with the final details of the conference. She presented the conference evaluations, and thanked the Board for their support.

A discussion was held regarding the proposed PCMG Demonstration Garden. Questions concerning the financial requirements and the number of projects members (7 to 15) were addressed. Patti made a motion to present the concept of the Demonstration Garden to the membership today. The motion was seconded and passed.

There are 23 people registered for the Fall class.

Greta reported that the PCMGs will have a booth at the AR State Fair this year. It will be a 10' x 20' booth. Mini programs will be presented during the fair. Volunteers will be needed to work in the booth. Greta is also talking to River Valley Horticulture about a Fall event.

The Summer Social is July 14th at Historic Arkansas Museum, from 9:30-11:00. There will be a signup sheet at the meeting today. Reservations must be made by July 7th.

NEW BUSINESS

Carol is working on guidelines for the 2018 State Master Gardener Awards submission. She will work with the project chairs to help them submit the forms required for the awards.

Joellen reported that she has received 28 project evaluations.

There will be a chairs meeting on July 18th. It will be held at the State Extension Office from 11:00 -2:00.

The PNG Leadership and Training meeting is scheduled for September 26-27th.

Doris Schuldt has requested a leave of absence. Joellen made a motion to approve her request, which was seconded and approved. Georgia Harris has resigned as she is moving.

The meeting was adjourned at 11:25.

**Respectfully submitted,
Linda Fulbright**

A Recommendation to the Pulaski County Master Gardeners' Board regarding Nominations for Awards
to be discussed at the Board Meeting on Tuesday , June 20, 2017

As the Member-at Large appointed by President Kathy Ratcliffe to be in charge of the awards for 2017-18, I have the following recommendations:

1. We encourage Pulaski County to submit a nominee for all 8 categories of the State Awards. The County Agent and Newsletter Awards will be decided on by the Board. The other 6 nominees will come from entries from the Projects, submitted to the County Office by the Project Chair by September 15, 2017.
2. We encourage projects to submit only 2 nominations per year. The nominations can come from any of the six categories, but only one nomination per category. For example: A project can nominate a Business Friend and an Individual Friend, but not two Business Friends. Or a Rookie of the Year and a Master Gardener of the Year, but not two Rookies.
3. All nominations should meet the criteria, and use the same format as the State Awards
4. Any project member(s) can work on a submission form.
5. If more than three nominations in any category are received at the County Office by the deadline, a committee of Master Gardeners will be appointed by the President, to select 3 nominees in each category to be presented to the membership in early October, by email, and will be voted on by the membership at the October General Meeting.
6. All nominees that were submitted will be recognized at the General Meeting.

Submitted by,

Carol Young

June 2, 2017 Report Results									
2017 MG Conference Evaluation - attendees									
Q1 - Overall, how would you rate the entire conference:									
#	Answer	%	Count						
1	Excellent	61.42%	156						
2	Good	32.68%	83						
3	Average	5.51%	14						
4	Poor	0.39%	1						
	Total	100%	254						
Q3 - Economic Impact									
\$62,013.88 TOTAL									
Q4 - Please rank the following									
#	Question	Excellent	Good	Average	Poor				
1	Registration	81.64%	209	15.63%	40	1.17%	3	1.56%	4
2	Silent Auction	29.91%	70	47.01%	110	17.95%	42	5.13%	12
3	Goody Bags	16.93%	43	36.61%	93	33.07%	84	13.39%	34
	Pulaski Tech Culinary Tour								
	Optional Pre-Conference Tour - May 20, 2017	76.32%	29	18.42%	7	5.26%	2	0.00%	0
	Moss Mountain Tour - Optional Pre-Conference Tour								
5	Conference Tour	67.57%	25	21.62%	8	8.11%	3	2.70%	1
6	Art and Garden Fair	15.94%	33	39.61%	82	33.82%	70	10.63%	22
7	Mini-Seminars on Sunday, May 21, 2017	40.63%	52	46.88%	60	10.94%	14	1.56%	2
	Creative Corridor Walking Tour on Sunday, May 21, 2017	47.22%	17	38.89%	14	11.11%	4	2.78%	1
	Vogel Schwartz Sculpture Garden Tour on Sunday, May 21, 2017	52.31%	34	35.38%	23	10.77%	7	1.54%	1
10	Old State House Reception	62.20%	130	27.27%	57	9.09%	19	1.44%	3
11	Dinner Sunday, May 21, 2017	45.22%	104	35.22%	81	14.35%	33	5.22%	12
12	Jane Hankins - Speaker	19.63%	43	26.94%	59	30.59%	67	22.83%	50

13	Breakfast at DoubleTree Hotel (if you stayed here)	63.80%	104	26.38%	43	9.20%	15	0.61%	1
14	Magnificent Gardens Tour	81.90%	86	15.24%	16	1.90%	2	0.95%	1
15	Historic Garden Tour	65.96%	31	27.66%	13	6.38%	3	0.00%	0
16	Community Garden Tour	68.18%	15	27.27%	6	4.55%	1	0.00%	0
17	All Day Tour - Private Passions Tour	87.30%	55	9.52%	6	3.17%	2	0.00%	0
18	Natives: Why, How, What - Jane Gulley	73.08%	57	19.23%	15	7.69%	6	0.00%	0
19	Wildflowers Along the Highways - Kayti Ewing	78.57%	11	21.43%	3	0.00%	0	0.00%	0
20	Using Herbs in Unusual Ways - Marcella Grimmert	23.40%	11	38.30%	18	23.40%	11	14.89%	7
21	Seasonal Bulbs for Arkansas - Susan Rose	47.83%	11	47.83%	11	4.35%	1	0.00%	0
22	Our Gardening Roots: English Gardens - Joyce Hardin	31.48%	17	37.04%	20	24.07%	13	7.41%	4
23	Indoor, Organic, Hydroponic Gardening - Nolan Buffalo	50.00%	10	25.00%	5	15.00%	3	10.00%	2
24	Herbs - Tina Marie Wilcox	51.06%	24	27.66%	13	21.28%	10	0.00%	0
25	Arkansas' Milkweeds and Their Unique and Remarkable Pollination - Eric Sundell	61.73%	50	28.40%	23	8.64%	7	1.23%	1
26	YOUR Garden With Perennials - Mary Evans	61.46%	59	30.21%	29	6.25%	6	2.08%	2
27	Trustworthy Plants With Purposes: Arkansas Natives and Non-Natives - Lucinda Reynolds	57.75%	41	30.99%	22	11.27%	8	0.00%	0
28	Chartreuse Hates Pink: Thoughts on Color Use in the Garden - Tom Dillard	33.33%	9	44.44%	12	22.22%	6	0.00%	0
29	Roses, How to Plant Them...How to Grow Them - Guy Britton	46.67%	7	33.33%	5	6.67%	1	13.33%	2
30	Heavenly Hydrangeas - Ann Wood	76.92%	40	19.23%	10	0.00%	0	3.85%	2
31	Sustainable Feast at Heifer International	54.68%	111	31.53%	64	10.34%	21	3.45%	7
32	Keynote Speaker - Erica Glasener Goldstein - A Passion for the Gardening Life	52.84%	93	35.80%	63	9.09%	16	2.27%	4
33	Length of Service recognition	34.86%	61	48.00%	84	15.43%	27	1.71%	3

**PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES
SEPTEMBER 19, 2017
ST. JAMES METHODIST CHURCH**

Members present: Joellen Beard, Randy Forst, Pam Gadberry, Sharon Gragg, Paul Nolte, Kathy Ratcliffe, Kathleen Reynolds, Greta Wright, Patti Womble, Carol Young and Linda Fulbright.

The meeting was called to order at 9:35 by Kathy Ratcliffe, president.

Carol made a motion to accept the minutes. It was seconded and approved.

Pam presented the Treasurer's Report. The Bank of Ozarks balance at the end of August was \$29,520.25, and the Bank of America balance was \$30,016.55. Linda made a motion to accept the report. It was seconded and passed.

UNFINISHED BUSINESS AND REPORTS

Joellen reported that the State Conference, which was held in Little Rock, will be returning to us the \$6,000 that PCMGs had given. This is because the fundraising committee did such an awesome job getting sponsorships that our money was not needed.

The final vote on the Pulaski County Demonstration Garden will be held in the general meeting today. The committee reported that it has received many questions and has addressed concerns by the membership. Kathy announced that if the proposal passes, the garden will receive a gift of \$10,000 from Arkansas Farm Bureau Foundation.

Greta reported on the PCMG Booth and the Mini-Programs at the State Fair. Our booth will be manned from 11:30 until 5:30, October 12th – 22nd. Volunteers will be asked to work two-hour shifts. The programs will be

presented at 11:30. Projects may bring project boards for display. Each project will be responsible for delivering and retrieving the project board from the PCMG Booth.

Carol reported that four nominations have been received for the PCMG Awards/State Awards.

The annual PNG meeting has about 200 people planning to attend. Fifteen of those are from Pulaski County.

The Project Evaluation committee has been checking to see that all the projects have signed Host Agreements on file. There are several that do not have these agreements. The project chairmen have been contacted and asked to get these signed.

NEW BUSINESS

The Social Committee reported that plans for the Holiday Event in December were set. It will be December 4th at the Capitol Hotel. The cost will be \$32.

A discussion was held concerning the Event Guidelines. Linda made a motion to table any actions until the committee had met and considered any amendments. The motion was seconded, and passed.

Paul announced the change of the Directory Committee name to Directory/Website.

There are currently 32 people in the MG training class. They will finish their training October 4th.

Randy announced the beginning of a new MG Training which will be online. This pilot project will begin in January and finish March 31st. Candidates will be interviewed during the month of November.

Two people have requested a Leave of Absence. Patti made a motion to grant the requests by Linda Muldrow and Ann Crow. It was seconded, and passed.

The meeting was adjourned at 10:55.

**Respectfully submitted,
Linda Fulbright**



Pulaski County Master Gardener Event Guidelines

-Events are funded by the money collected!

-All expenses should be itemized before determining the total ticket price. Include taxes, tips, reservation fees, decorations, and door prizes. The itemized prices are then submitted to, reviewed by, and approved by the Board Officers.

-All unsigned, completed contracts should be provided to the Board Officers and the County Agent for review. The County Agent will obtain the proper contract signature from Chief Financial Officer at the State Office.

-Any venue not requiring a contract requires a "Memorandum of Understanding" in email form.

-Checks are made out to PCMG **with the event name noted** and sent to:

Pulaski County Cooperative Extension

2901 W. Roosevelt Road

Little Rock, AR 72204

-One of the two treasurers should be present when collecting event fees at any venue.

-All receipts should be accompanied by a reimbursement form signed by the committee chair. Receipts should include only items purchased for the event.

Master Gardeners Summary of Revenue and Expense							
BANK of the OZARKS		Bank Balance:	08/31/17	29,520.25			
For the Period Jan - Dec ^{Aug.} 2017							
	AUGUST	AUGUST	YTD	YTD	NET	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership dues - 2017			7,560.00	(20.00)	7,540.00	8,000.00	
Membership dues - 2016 pd in 2017			855.00		855.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
Charms			4,489.50	(4,234.25)	255.25		
License Plates/Mugs				(56.00)	(56.00)	200.00	
Ice Cream Social					0.00		(200.00)
Chris Olson event				(346.44)	(346.44)		
General Expense							
Awards/Auction don. for st mtg				(196.20)	(196.20)		(200.00)
County 76 Donation					0.00		(200.00)
Postage-Supplies			65.76	(235.74)	(169.98)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums/Memorials			430.00	(372.56)	57.44		(1,000.00)
PNG Registrations					0.00		(700.00)
Recruiting				(206.44)	(206.44)		(400.00)
Donation to State Convention-2017		(20.00)		(5,540.00)	(5,540.00)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception				(41.61)	(41.61)		(200.00)
Projects							
Argenta					0.00		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension				(363.73)	(363.73)		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Heifer				(26.71)	(26.71)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery					0.00	add'l \$150 approved by	
Old Mill				(81.47)	(81.47)		board
Pinnacle Mountain				(8.00)	(8.00)		
River Market					0.00		
State Hospital					0.00		
UAMS Family Home					0.00		
War Memorial					0.00		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	<u>0.00</u>	<u>(20.00)</u>	<u>13,400.26</u>	<u>(11,729.15)</u>	<u>1,671.11</u>	<u>11,200.00</u>	<u>(16,550.00)</u>

Master Gardeners Summary of Revenue and Expense									
BANK OF AMERICA									
For Period Jan-Aug, 2017									
	AUGUST	AUGUST	YTD	YTD	Balance:	Net	BUDGET 2017		
	INCOME	EXPENSE	INCOME	EXPENSE	SALES TAX	INC/EXP	Income	Expense	
Revenue and Expense									
Gifts/ Donations			125.00			125.00		500.00	
Calendar Sales			58.00	(120.00)		(62.00)		0.00	
License Plates						0.00		0.00	
Name tags	14.00	(14.00)	70.00	(70.00)		0.00	200.00	200.00	(200.00)
Business Cards	30.00		30.00			30.00	200.00	200.00	(200.00)
Continuing Education									
Meetings			200.00			(1,259.60)		1,500.00	(1,000.00)
Travel/Speakers						(737.52)			(1,500.00)
New Member Training									
Fall 2017	915.00	(1,650.00)	3,520.00	(1,650.00)		1,870.00	9,000.00		(9,000.00)
Fall 2016				(110.00)					
Projects									
Little Rock Greenhouse			5,432.75	(1,323.55)	(448.57)	3,660.63	(2)	10,000.00	(7,000.00)
Pathfinder Greenhouse			4,712.00	(3,830.68)	(408.80)	472.52		200.00	
Arkansas Arts Center				(49.17)		(49.17)			
Old State House			1,994.62			1,994.62		1,000.00	(1,000.00)
Park Hill Water Works				(1,196.02)		(1,196.02)			
General Expense									
Travel						0.00		7,000.00	(7,000.00)
Awards to Members (10 & 20 yr)				(28.89)		(28.89)			(200.00)
Postage & Supplies		(49.00)				(49.00)			(200.00)
Directory				(70.00)		(1,509.99)			(2,200.00)
Chair Orientation						(800.00)			(1,500.00)
Spring Event @ Chris Olson's			3,580.00	(2,940.00)		640.00		4,000.00	(4,000.00)
Fall Social						0.00		3,000.00	(3,000.00)
Christmas Luncheon						0.00		4,000.00	(4,000.00)
NET INCOME/EXPENSE	959.00	(1,783.00)	19,722.37	(15,874.42)	(857.37)	3,100.58		40,600.00	(42,000.00)
(1) Budget for all seminars									
(2) Budget for both greenhouses									
Notes:									
\$200.00 of meeting expense was reimbursed from the state convention account to this account in Jan. 2017									

Master Gardeners Summary of Revenue and Expense									
BANK OF AMERICA									
For Period Jan-Sept. 2017									
	SEPT	SEPT	YTD	YTD	9/30/17	Balance:		Net	BUDGET 2017
	INCOME	EXPENSE	INCOME	EXPENSE	SALES TAX		INC/EXP	Income	Expense
Revenue and Expense									
Gifts/ Donations			125.00				125.00	500.00	
Calendar Sales			58.00	(120.00)			(62.00)	0.00	
License Plates							0.00	0.00	
Name tags	14.00	(14.00)	84.00	(84.00)			0.00	200.00	(200.00)
Business Cards	30.00		60.00				60.00	200.00	(200.00)
Continuing Education									
Meetings		(70.00)	200.00	(1,529.60)			0.00	1,500.00	(1,000.00)
Travel/Speakers				(737.52)			(1,329.60)		(1,500.00)
							(737.52)		
New Member Training									
Fall 2017		(224.00)	3,520.00	(1,949.00)			1,571.00	9,000.00	(9,000.00)
Fall 2016				(110.00)			(110.00)		
Projects									
Little Rock Greenhouse		(897.30)	5,432.75	(2,220.85)	(448.57)		2,763.33	(2)	(7,000.00)
Pathfinder Greenhouse			4,712.00	(3,830.68)	(408.80)		472.52	200.00	
Arkansas Arts Center				(49.17)			(49.17)		
Old State House		(122.04)	1,994.62	(122.04)			1,872.58		
Park Hill Water Works				(1,196.02)			(1,196.02)	1,000.00	(1,000.00)
General Expense									
Travel							0.00	7,000.00	(7,000.00)
Awards to Members (400) & 20 yr				(28.89)			(28.89)		(200.00)
Postage & Supplies				(49.00)			(49.00)		(200.00)
Directory				(1,509.99)			(1,509.99)		(2,200.00)
Chair Orientation				(800.00)			(800.00)		(1,500.00)
Spring Event @ Chris Olson's			3,580.00	(2,940.00)			640.00	4,000.00	(4,000.00)
Fall Social							0.00	3,000.00	(3,000.00)
Christmas Luncheon							0.00	4,000.00	(4,000.00)
NET INCOME/EXPENSE	<u>44.00</u>	<u>(1,327.34)</u>	<u>19,766.37</u>	<u>(17,276.76)</u>	<u>(857.37)</u>		<u>1,632.24</u>	<u>40,600.00</u>	<u>(42,000.00)</u>

PULASKI COUNTY MASTER GARDENER BOARD MEETING

OCTOBER 17, 2017

ST. JAMES METHODIST CHURCH

Members present: Joellen Beard, Randy Forst, Pam Gadberry, Sharon Gragg, Paul Nolte, Suzanne Potts, Kathy Ratcliffe, Kathleen Reynolds, Greta Wright, Patti Womble, Carol Young, and Linda Fulbright.

The meeting was called to order at 9:35 by Kathy Ratcliffe, president.

Joellen made a motion to accept the minutes. It was seconded and passed.

The Treasurer's Report was presented by Pam. The Bank of the Ozarks account has a balance of \$28,255.86, and the Bank of America account has a balance of \$32,522.83. A motion was made by Patti and seconded to accept the report. It was approved.

UNFINISHED BUSINESS AND REPORTS

The nominations for the 2018 PCMG Board will be announced in the meeting today, and will be voted on at the November meeting.

The Project and Evaluation Support Team is planning to visit projects next week. Ten projects are being evaluated this year. In addition, the committee will be checking to see if the projects have any problems or concerns.

Randy reported that the PCMG Demonstration Garden groundbreaking is scheduled for November 16th at 2:30.

Greta reported on the PCMG Booth at the Arkansas State Fair and the River Valley Fall Fest. Thirty people have signed up to work at the PCMG booth during the Arkansas State Fair. Educational programs will be presented Wednesday, Thursday and Friday at 11:30. The booth at the River Valley Fall Fest got a good response, and several inquiries about becoming a Master Gardener were fielded.

The Holiday Luncheon, December 4th, 11:00, needs 96 people to attend to break even. Right now, 94 have bought tickets.

The Travel Committee will announce in the meeting today that a bus trip to Garvan Woodland Gardens is planned for November 29th, 5:00 – 10:00pm.

The nominations for 2018 PCMG Awards will be announced in the general meeting. Ballots are to be passed out, and after voting, deposited in the ballot box when leaving the meeting.

Pam and Sharon presented the 2018 Budget, and it will be voted on at the November meeting. It was reported that 50 people have not paid 2017 dues. The project chairmen of these people have been contacted.

NEW BUSINESS

The meeting for the new project chairmen/co-chairmen will be November 14th, after the general meeting in Jones Hall. Lunch will be provided.

Paul reported on the ARMGS website activity. There was a discussion of ways to simplify announcements on the site. Kathy thanked Paul for his work on the website.

Officers are working on the PCMG Board Handbook with descriptions being written for jobs.

Randy reported that the 32 new Master Gardeners have been assigned to their projects. Janet Carson will send out the new on-line training information to interested people.

Dorrie Meckes has transferred to the Pulaski County program from Lonoke County. Jane Blackall and Phyllis Holiman asked for leaves of absence. Joellen made a motion to grant these requests. The motion was seconded and passed.

Respectfully submitted,

Linda Fulbright

**PULASKI COUNTY MASTER GARDENER BOARD MEETING MINUTES
NOVEMBER 14, 2017
ST. JAMES METHODIST CHURCH**

Members present: Joellen Beard, Randy Forst, Pam Gadberry, Sharon Gragg, Paul Nolte, Suzanne Potts, Kathy Ratcliffe, Kathleen Reynolds, Greta Wright, Patti Womble, Carol Young and Linda Fulbright.

The meeting was called to order at 10:00.

A motion was made by Joellen to approve the minutes. It was seconded, and the motion passed.

Pam presented the Treasurer's Report. The Bank of Ozarks has a balance of \$28,199.59, and Bank of America has a balance of \$39,718.60. After a discussion of expense reimbursement, Paul made a motion to accept the report. The motion was seconded and approved.

UNFINISHED BUSINESS AND REPORTS

The nominations for the 2018 PCMG Board will be voted on in the general meeting today.

The Project Evaluation and Support Committee will meet on November 27th to evaluate the projects they have visited.

The groundbreaking for the PCMG Demonstration Garden is November 16th, 2:30, at the 4H Center in Ferndale.

Carol will present the 2017 PCMG Awards in the meeting today.

The New Chairs meeting will be held today after the general meeting.

Social Events – The Holiday Luncheon at the Capital Hotel, December 4th, is sold out; the bus trip to Garvan Gardens has a signup deadline of November 16th.

Kathy asked the board members to continue working on descriptions of their positions for the PCMG Board Handbook.

There are still about 30 people who have not paid their dues.

NEW BUSINESS

Kathleen presented a proposal to award lapel pins for those who have accumulated five years of Busy Bee awards. After a MG has received five Busy Bee awards, they can purchase a pewter bee pin for \$5. Since there are no records for the first several years of the awards, it was proposed that MGs would be asked to use the honor system to determine if they are eligible. The initial cost of the pins would be recovered as MGs replace their stick-on bees with the pewter ones. Sharon made a motion to put this system into place. The motion was seconded and passed.

Pam and Sharon presented the 2018 Budget. The budget was adjusted to reflect the cost of the Busy Bee awards. Linda made a motion to approve the Bank of Ozarks budget. It was seconded and approved. Joellen made a motion to approve the Bank of America budget. It was seconded and approved.

The new on-line training class currently has 15 people enrolled. The deadline to enroll is December 15th.

A plant sale is being considered as a fund raiser for the PCMG program.

Fran Vaugh asked for a leave of absence. Carol made a motion to grant this request. It was seconded and passed.

**Respectfully submitted,
Linda Fulbright**

Pulaski County Master Gardener			
2018 Budget			
Bank of America			
	<u>Income</u>	<u>Expense</u>	<u>Net Income</u>
Gifts/Donations	400.00		400.00
Name Tags	200.00	(200.00)	0.00
Business Cards	200.00	(200.00)	0.00
Continuing Education	1,500.00	(1,000.00)	500.00
Travel for Monthly Mtg. Speakers		(1,000.00)	(1,000.00)
Meetings		(1,500.00)	(1,500.00)
			lowered from \$500.00 last year
New Member Training	7,000.00	(7,000.00)	0.00
Projects			
LR Greenhouse			
Pathfinder Greenhouse			
TOTAL BOTH GREENHOUSES	10,000.00	(7,000.00)	3,000.00
Arkansas Arts Center	200.00	(200.00)	
Old State House	2,000.00	(2,000.00)	
Park Hill Water Works	1,000.00	(1,000.00)	0.00
Travel/Bus Contracts	7,000.00	(7,000.00)	0.00
Board			0.00
Postage & Supplies		(200.00)	(200.00)
Awards to Members (10, 20 year etc)		(200.00)	(200.00)
Directory		(1,500.00)	(1,500.00)
Chair Orientation Meeting		(1,500.00)	(1,500.00)
			lowered due to transition to on-line vs. printed
Spring Social	4,000.00	(4,000.00)	0.00
Fall Social	3,000.00	(3,000.00)	0.00
Holiday Social	4,000.00	(4,000.00)	0.00
TOTAL	40,500.00	(42,500.00)	(2,000.00)

Master Gardeners Summary of Revenue and Expense							
BANK of the OZARKS		Bank Balance	10/31/17	28,199.59			
For the Period Jan - Oct 2017							
	OCT	OCT	YTD	YTD	NET	BUDGET 2017	
	INCOME	EXPENSE	INCOME	EXPENSE	INC/EXP	Income	Expense
General Revenue							
Membership dues - 2017			7,670.00	(20.00)	7,650.00	8,000.00	
Membership dues - 2016 pd in 2017			855.00		855.00		
Revenue and Expense							
Logo Clothing					0.00	3,000.00	(3,000.00)
Charms			4,489.50	(4,234.25)	255.25		
License Plates/Mugs				(56.00)	(56.00)	200.00	
Country Brunch at HAM				(171.10)	(171.10)		(200.00)
Chris Olson event				(346.44)	(346.44)		
General Expense							
Awards/Auction don. for st mtg				(196.20)	(196.20)		(200.00)
County 76 Donation					0.00		(200.00)
Postage-Supplies			65.76	(539.15)	(473.39)		(500.00)
Facebook/Photography					0.00		(100.00)
Meeting Welcome					0.00		(50.00)
Speaker/Honorariums/Memorials			430.00	(372.56)	57.44		(1,000.00)
PNG Registrations				(50.00)	(50.00)		(700.00)
Recruiting				(206.44)	(206.44)		(400.00)
Donation to State Convention-2017				(5,540.00)	(5,540.00)		(6,000.00)
New Member Expense							
Tour					0.00		
Reception				(41.61)	(41.61)		(200.00)
Projects							
Argenta				(198.93)	(198.93)		
Arkansas Arts Center					0.00		
Cammack Fruit Demo					0.00		
Contemplation Garden					0.00		
County Extension				(363.73)	(363.73)		
Curran Hall					0.00		
Governor's Mansion					0.00		
Hays Center					0.00		
Heifer				(26.71)	(26.71)		
Historic Arkansas					0.00		
Maumelle CC					0.00		
Mt. Holly Cemetery				(350.00)	(350.00)	add'l \$150 approved by	
Old Mill		(56.27)		(164.78)	(164.78)		board
Pinnacle Mountain				(43.04)	(43.04)		
River Market					0.00		
State Hospital				(193.77)	(193.77)		
UAMS Family Home					0.00		
War Memorial				(45.10)	(45.10)		
Wildwood					0.00		
Witt Stephens					0.00		(4,000.00)
INCOME LESS EXPENSES	0.00	(56.27)	13,510.26	(13,159.81)	350.45	11,200.00	(16,550.00)

Pulaski County Master Gardener General Meeting Minutes

Tuesday, November 17, 2015

St. James Methodist Church

The meeting was called to order at 11:35 by President Marylea Gazette.

PROGRAM

Randy Forst, Pulaski County Extension Agent, presented our annual awards program. Awards were given for Professional of the Year, Friend of the Year, Five, Ten, Fifteen, Twenty and Twenty-five years of service.

ANNOUNCEMENTS

The Travel Committee announced that the bus trip to Garvin Gardens planned for December 7th now has enough people to make the trip. The bus leaves at 5 PM. The cost is \$55 per person.

The Code of Conduct form has been emailed to members. Please sign and return to the County Office.

Please turn in project and education hours by December 24th. The State and County Offices will be closed over the holidays, and all hours must be reported by January 1st. If you have questions, contact Mary Helen Henry.

The Christmas Luncheon is Tuesday, December 15th, 11:00 – 1:00, at the Marriott. Valet parking is available for \$10. Send your \$30 check to Fran Ables by December 8th. Entertainment will be by Top of the Rock.

New Master Gardeners were reminded of the phone orientation to be held today at the County Extension Office from 1:00 – 3:00.

Ballots were distributed for voting on the following:

Project of the year – no nominations

Friend of the year – no nominations

**Rookie of the year – Jennifer Van Norman, AR Arks Center: Tim Kelly,
HAMS: and Bob Anderson, County Extension Office
Slate of Officers – President – Patti Womble, 1st VP – Kathy Radcliffe, 2nd
VP – Jo Ellen Beard, Past President – Marylea Gazette, Treasurer – Pam
Gadberry, Asst. Treasurer – Sharon Gragg, Secretary – Linda Fulbright,
Members at Large – Cathy Mayton, Ann Filiatreau, Vicky Kessel, Carol
Young**

**Marylea, as our outgoing president, was recognized and thanked for her service
by Randy. The incoming president, Patti Womble was introduced.**

The meeting was adjourned at 12:35.

Respectfully submitted,

Linda Fulbright