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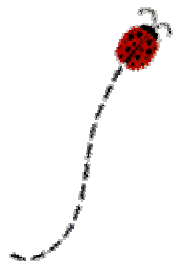
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*The timesheets on
the web.
([Click Here](#))*



July 2009 Monthly Meeting

Date: Tuesday, July 14, 2009
Place: St. Margaret's Church, Westminster Parish
1601 Pleasant Plains Road
Annapolis, MD 21409-5928

Time: 7. p.m. Business Meeting
7:30 p.m. Speaker

"Harvest to Plate"

(More information on speaker and topic to follow)

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Anne Arundel County Cooperative Extension

(410) 222-6757 ☎ FAX (410) 222-6747

ANNE ARUNDEL COUNTY GOVERNMENT OFFICE BUILDING ☎ 7320 RITCHIE HIGHWAY, SUITE 210 ☎ GLEN BURNIE, MARYLAND 21061

MARYLAND COOPERATIVE EXTENSION PROGRAMS ARE OPEN TO EVERYONE WITHOUT REGARD TO RACE, COLOR, RELIGION, AGE, NATIONAL ORIGIN, GENDER, SEXUAL ORIENTATION, MARITAL OR PARENTAL STATUS, OR DISABILITY.

THE COORDINATOR'S CORNER

Mike Ensor, Coordinator

I first want to thank all of our Anne Arundel Master Gardeners for a "job well done" with all of the 2009 project work thus far and wish each of you continued success in the months to come. As we approach the midpoint of the project year and if you feel you need the hours, please be on the lookout through newsletters or newflashes for future 2009 activities that Master Gardeners can participate in to acquire hours. Some of these activities include the Upper Marlboro Annual Field Day, County and State Fair, Intern Master Gardener Training, Seed Exchange, and Holiday Open House Committee.

Once again this year, our Master Gardeners are invited to the Annual Field Crops Research Twilight Barbecue & Ice Cream Social to be held Thursday, August 6, 2009 from 4:30 p.m. to 8:30 p.m. "Old Fashioned" homemade ice cream will be served after the barbecue. It's "old fashioned" ice cream because our own Dave Myers, Agriculture and Natural Resources Educator and County Extension Educator will be using a 1929 Fair-Banks Morse antique gas engine to do the

cranking. The event will highlight field crops, agronomic and horticultural research projects currently conducted at the CMREC Upper Marlboro Farm. Some of the research projects that you will possibly see include Vegetable IPM; Weed Control; Vineyard Projects (Table and Wine Grapes); Corn Stalk Nitrate Test Study; P Phyto-Remediation Grain vs. Forage Systems; Apple, Peach and Beach Plum Research; Blueberry Project; High Tunnel Specialty Vegetable Production; and Strip-Till/No-Till Vegetable Production Techniques.

There is no cost to attend but please call our Extension Office at 410-222-6757 by July 30 if you will be participating so that we have a head count for the wagon tours and for the food.

I wish everyone a happy summer and hope you will find time to relax as well!

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SEED EXCHANGE

Elizabeth Matarese and Anne Nourse

The AA County Master Gardener Program will have a Seed Exchange this year on Saturday, September 26th.

Elizabeth Matarese and Anne Nourse are co-Chairpersons for the event and are seeking Master Gardeners interested in forming a committee to help with the project. Most of the work will be concentrated on the actual event day, although in late August and mid-September, some preparation for the event will be necessary, also.

We will provide all training...the "training" is pretty straightforward and simple! And it is fun! Interested? Please call or email us. We need about ten people...and, certainly, we will accept more. All help is valuable and will be appreciated.

We now have codes for credit hours in the MG program, so that may be an additional incentive!

There will be a kick-off meeting on Tuesday, August 11th at 7 PM in the Atlanta Bread restaurant on Rte. 3 in the Waugh Chapel Shopping Village.

Elizabeth can be reached at 301.261.4021 or elizabethmatarese@comcast.net and Anne can be reached at 410.721.2723 or aonourse@peoplepc.com

See you soon!

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ANNOUNCING

THE FIRST ANNE ARUNDEL COUNTY MASTER GARDENERS

SEED EXCHANGE

WHAT IT IS: A GET TOGETHER TO LEARN THE VALUE OF PLANTING FROM SEED AND TO EXCHANGE SEEDS FROM PRIZED PLANTS.....AND JUST "REGULAR" PLANTS!

WHEN: SATURDAY, SEPTEMBER 26, 2009

WHERE: B.P.O.E. HALL, RTE. 450, CROFTON, MD

**MORE DETAILS TO COME!
WATCH THIS SPACE!**



ANNE ARUNDEL MASTER GARDENER PROJECT REPORTS

Descriptions of all Master Gardener projects can be found on the Web ([click here](#)).

Apprentice Garden

Anne Nourse, Chair, MG

Despite all the rainy Wednesdays in June, the Apprentice Gardeners worked very diligently weeding, thinning, transplanting, harvesting and putting down straw to control the fast-growing weeds and make a walking path throughout the garden. Peanuts and petunias were added to our communal plots. At one of our meetings, MG Jim MacNicholl gave a half-hour talk about composting the fascinated families before the rain fell. One of our young gardeners salvaged a pretty blue gate and moved it to a place of honor in our cucumber patch to hold growing vines. Signs announcing communal crops were painted by some of the children and now adorn our communal plots. The father who painted the frame around the bulletin board also volunteered to paint the mailbox post and cleverly devised a frame for another standing post. Photos and some general information are now encased in the new bulletin board so, if you have a moment, come see what's happening at the Apprentice Garden. The Evening Garden created by Elizabeth Matarese and Dena Cameron now has a bird bath planter, has been completely planted with flowers and is covered with cedar wood

compost making quite a first impression upon entering the garden areas.

Besides tasting home-grown radishes and lettuce for the very first time for many, the families got another treat by picking pea pods (with permission, of course) in a neighboring garden and, using the zipper approach (thanks to MG Intern Kathy Enderle), unleashed the hidden fresh tender peas. Some ate the unopened pods, which they also found delicious. Ripened fresh blueberries from our net-protected bushes were also picked and enjoyed.

Continued thanks to Rosie Tucker, Jacqui Rouse, and Deb Stevens who I can always count on and George Lambert (who paid us a visit three times). Two MG Interns visited this month and helped out tremendously. A hearty thank-you goes out to Audra Russell (who took photos) and Kathy Enderle (who spread ultra-wet straw and has been helping the families). Any other interested interns (and recently named MGers) are most welcome to come to the gardens. Please contact me at anonourse@peoplepc.com or my co-chair, Rosie Tucker at helenrosetucker@hotmail.com.

Arlington Echo's Chesapeake Connections Project

Sandy Patterson, Chair, MG

We've finished the spring phase of this project--the school project installations.

Our Master Gardeners and Interns gave 58 hours!

Installations included planting native gardens and courtyards; planting rain gardens; installation of and/or maintenance of blue bird boxes;

and maintenance and planting of existing site gardens.

In all, we went to 10 different Anne Arundel County schools and assisted the Arlington Echo staff in reaching 1235 students and teachers.

Many thanks to all who participated!

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Ask A Master Gardener

Joe Marsala, Chair, MG

June is always pretty busy for our group. Our clients begin to need our advice on many of the mysteries and problems they encounter in their gardens and landscapes. Things get especially hectic when we encounter a really wet spring

such this year. In case you're wondering, wet with warming temperatures forms 'perfect' conditions for fungal disease. This scenario is what is currently playing out at our plant clinics. That said, mysteriously we have encountered average to

below average attendance at the Farmers Markets that are our principle venues.

Virtually all our volunteers have participated this month. We conducted 10 plant clinics and completed 545 client educational sessions! This brings our year-to-date total to 1,337 with more than 1/2 the season left!

Bay-Wise Committee

Judy Graham, Chair, MG

This year we held our Bay-Wise Advanced Training later in the spring, partly to catch those snow-birds who may have returned from FL. But we didn't see them, in fact we only had four who attended, and combined with Calvert County's fewer attendees made a small but lively class. Wanda also struggled to find teachers free in late spring when everyone is already scheduled to be outside.

These dedicated newbies have stepped up to the plate and offered their yards—Ellen Levin as a training site, and Judy Thompson as site for a Gazette article. Both of them were already knowledgeable and eager to spread the word. Beki Howey continues to respond to requests for presentations and has been to St Martin's church

Composting and Native Gardens at QWP

Pam Dennison, Chair, MG

Thanks to the abundance of rain and the hard work of our Composting and Native Gardens team and interns, the native beds at Quiet Waters Park



(Pam demonstrating how to turn compost)

We are so very fortunate to have such dedicated, talented volunteers! Over and over our clients comment on their gratitude for the services we perform. I am just lucky to be a part of all this!

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in Severna Pk, earlier certified by Ann Leipold, and at a Magothy River program recently. My garden is on the Eastport tour this year as an example of Bay friendly. We hope all this passing out of fliers results in yard requests.

By mid-June, we have been on 18 yard visits. We need to get the word out or it needs to stop raining or people need to stop worrying about their stocks and get out and enjoy their yards.

We are available to visit the yards of Master Gardeners too; it's a timely opportunity to learn how to be Bay-friendly; email Margaret Karnes at baywise2005@comcast.net and she'll start you off with our first packet.



(Cheryl describing the native gardens)

look spectacular. We have had a great turn out at our composting demonstrations so far this year and we have already given away 102 bins provided by Anne Arundel County.

Along with our twice monthly public demonstrations, we did a special presentation in June for the State Highway Administration. Cheryl Findlay graciously consented to talk about the native plant beds and I did an abbreviated presentation of how to compost. There were over one hundred engineers and staff from the SHA's

Office of Structures in attendance.

If you haven't been to the site this year, please come by. Our next demonstration will be Saturday, July 11th at 10am.

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Colonial Garden

Ginny Klocko, Chair, MG

Master gardeners and interns were vying the winner of the wet t-shirt contest on Saturday June 20 as we planted, weeded, and pruned the colonial garden at St. Margaret's. The brave souls included Jacqui Rouse, Catherine Waterman, Rose Love, Mary Beam, Lorraine Carren, Pat Logan, Susan Barbi, and Ginny Klocko. Vacant areas were planted with marigolds, thyme, and parsley. The roses were deadheaded. Several plants of purple coneflowers were added to the sign on the side nearest the road. As the thunder and rain began in earnest, we retreated to the community hall to talk about colonial gardens and reviewing future plans for our presence at the St. Margaret's joust.

On Saturday July 11 from 10:30-3:00 the master gardeners will be having a table at the St. Margaret's joust (see their website www.smjoust.org). We will have a table with master gardener information as well as folks at

Healing Garden

Bonnie Pavlak, Chair, MG

With permission of the EAB, we hope to change the name of the garden to Serenity Garden because people think we have healing plants, we don't. We have native Eastern Deciduous Forest plants.

On July 2, 2009, some teens will be volunteering at the garden. We hope to plant lily-of-the-valley and jack-in-the-pulpit, as well as remove some invasives and mulch with wood chips.

A bench has been placed on the trail by the Kinder Park staff and soon we will get a sign.



the garden to talk about the garden. Our new brochure will be available for folks interested in learning about colonial gardens. We would love to have any information from other projects to have available at our display. Please contact Ginny Klocko (410-757-2820 or bgklocko@verizon.net) if you have any handouts.

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Ralph Beedle donated the Jack-in-the-Pulpit. Angela Lemon donated the Lily-of-the-Valley and the piers that mark the entrance to the trail. See photo. We are also planning to extend the path through the woods.

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London Town Propagation and Plant Sales Committee

Margaret Karnes, Chair, MG

London Town Propagation and Plant Sales Committee has taken a much needed rest for the past several weeks until our next work day which will be Friday 10 July. Prior to taking our break, we put the shade cloth on the greenhouse, raised the plastic off the cold frame, and started cleaning out the greenhouse. We appreciate very much the Interns who have come to help us. We still continue to have a member of our Committee at LT every day to ensure the plants are properly

watered and the greenhouse is operating as it should; e.g., vents are open or closed as necessary, temperature is working correctly, no insect infestation, etc. If the Interns who work can't join us on a Friday morning, please get in touch with me and you can meet whoever is watering on a day you are free. You can help water and they will show you around and tell you what we do.

[GO TO FIRST PAGE](#)**MONASTERY GARDEN**

Kathy Hodges, Chair, MG

The MGs in the Monastery Garden have been very busy this past month. We made several trips to Homestead Gardens and purchased perennials and annuals including herbs for the herbal garden. Throughout the garden, the plant names have been identified on "Rocks".

(weeding) has been intensive because of all the rain.

A special thanks to all the interns who have helped.

We had a planting and mulching day. Dottie Oliff, Co-Chair, brought donuts to help us work harder and keep up our strength! Maintenance

If you haven't seen the garden, please stop by anytime to stroll thru this peaceful garden. We'd love to have you come and help us on Wednesday mornings or just stop by and see us.

Rainscaping Campaign at Chesapeake Ecology Center

Joyce Donlon and Susan Steele, Chairs, MGs

**Rainscaping Goes International**

On June 4th, an initiative that brings foreign professionals to the U.S. to meet with their

American counterparts and discuss issues of interest brought a group of 12 distinguished environmentalists from Latin America to Annapolis. Their first stop was a visit to the



Chesapeake Ecology Center's (CEC) 24 Native Plant Demonstration Gardens and Sites, located

at Adams Academy Middle School. Our guests were eager to hear about the CEC, rain gardens and other rainscaping techniques to mitigate storm water runoff.

They were particularly interested in learning about how Americans rainscape to reduce polluted runoff. They were also very interested in learning about volunteerism and working with students, and how that has made the CEC's habitat restoration and educational initiatives, 24 Native Plant Demonstration Gardens and Sites,

including eight rain gardens, such a success. As the tour progressed, there was much discussion and excitement about how the basic principles of rainscaping would be very applicable to reducing polluted runoff in their own countries. The tour concluded with everyone pitching in and participating with Anne Arundel County Master Gardeners in a volunteer activity to maintain the beautiful Shade Garden at the CEC.

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A list of 2009 Projects with descriptions can be found on the web ([click here](#))

New EAB Policy Statements

BUSINESS AND FINANCE ANNE ARUNDEL COUNTY MASTER GARDENER PROGRAM

PURPOSE: The Arundel County Master Gardener Program holds the status of a 501C3 activity, with responsibilities to the State and Federal Governments. To meet these responsibilities, the Program must be able to account for its revenues and expenditures according to financial accounting standards, so that review of its business and financial activities will continue to qualify the Program for the status of 501C3. This proposal is intended to meet those requirements.

BACKGROUND: The Program in Anne Arundel County began in 1998 with candidates qualifying for MG certificates in November of that year. The business and finance aspects of the Program were representative of a novice and volunteer group, but during the last four to five years, the Program has grown and matured into a complex of activities, with concomitant financial and business aspects. While engaged in a myriad of volunteer activities, the members have become involved with grant programs, donations, and contributions, as well as moneys available through the State budget.

The level of financial and business activity should rise, as membership increases (it is currently 177), thus also increasing the need for the establishment of a system of accountability that meets Federal standards for a 501C3 entity.

BUSINESS AND FINANCE PROGRAM: The Anne Arundel Master Gardener Program will establish a financial accounting system to track revenues and expenditures. The initial actions steps to implement this system consist of the following:

- Program Chairs will use a form provided by the EAB to track revenues (including grant money, donations (using estimated and/or actual value, as appropriate), and contributions (using standard assigned values).
- On a quarterly basis (First Qtr. March 31, Second Qtr. June 30, Third Qtr. September 30, Fourth Qtr. December 31), the Program Chairs will submit the form to the EAB (Financial Advisor).
- The EAB will be responsible for a final tally or accounting of revenues and expenditures for the calendar year. This report will be finalized and submitted at the January EAB meeting.
- The EAB will, from time to time, as required, provide program guidance and policy interpretation.

The Business and Finance Program becomes effective upon approval of the EAB.

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**ANNE ARUNDEL COUNTY MASTER GARDENER PROGRAM
BUSINESS AND FINANCE FORM**

Quarter: First Second Third Fourth
CIRCLE ONE.

Revenues. Revenues include Grant Funds, donations, contributions of materials and labor, and funding requested and received from a government office.

Revenues

Name of Revenue Source	Amount	Date Rec'd
1. _____	\$	
2. _____	\$	
3. _____	\$	
4. _____	\$	
5. _____	\$	
6. _____	\$	
7. _____	\$	
8. _____	\$	
9. _____	\$	
10. _____	\$	

Please print clearly in black or blue ball point or rollerball ink.

Expenditures

If necessary to provide Reason for Item Expense:
Use Reverse of Form for explanation. Refer to month item was purchased.

FIRST QUARTER

JANUARY ITEM/SO URCE	AMT \$	FEBRUARY ITEM/SOURCE	AMT \$	MARCH ITEM/SOURCE	AMT \$	TOTAL \$

SECOND QUARTER

APRIL ITEM/SOURCE	AMT \$	MAY ITEM/SOURCE	AMT \$	JUNE ITEM/SOURCE	AMT \$	TOTAL \$

THIRD QUARTER

JULY ITEM/SOURCE	AMT \$	AUGUST ITEM/SOURCE	AMT \$	SEPTEMBER ITEM/SOURCE	AMT \$	TOTAL \$

FOURTH QUARTER

OCTOBER ITEM/SOURCE	AMT \$	NOVEMBER ITEM/SOURCE	AMT \$	DECEMBER ITEM/SOURCE	AMT \$	TOTAL \$

ANNE ARUNDEL MASTER GARDENER PROGRAM

PROCUREMENT POLICY AND PROCEDURES

The following policy is in effect with regard to funding requests and reimbursements.

All project chairpersons must obtain *prior* approval for expenditures associated with Master Gardener activities. Approval is extended by the Master Gardener Coordinator for Anne Arundel County for expenses associated with activities related to Master Gardener projects and other endeavors.

There are two procedures in effect with respect to use of the credit card. These pertain to the companies with whom the Master Gardeners most often do business as well as others.

Homestead Gardens

After receiving approval for purchasing an item or items at Homestead Gardens, the MG chairperson or the person delegated the responsibility for making the purchase will have Homestead Gardens FAX an invoice to the County Extension Office. The Extension Office FAX number is 410.222.6747

The County Extension Coordinator* will authorize the purchase and issue Homestead Gardens an authorization to pay, using the Credit Card Number. This is returned to Homestead Gardens by FAX.

Credit card purchases of other items, for example, at Office Depot, as well as other establishments, require that the purchaser be accompanied by the County Extension Coordinator.

*Currently, Mike Ensor is the sole authorized signature.

Reimbursement Procedures

The University of Maryland maintains a data base, which houses all information on transactions associated with purchases and reimbursements for same. A form, entitled *Miscellaneous Payment Request*, is available and, when filled out, is used to obtain money for items purchased for Master Gardener activities.

Prior approval for such purchases is also necessary. The form has a requirement for the insertion of the purchaser's social security number. This information does go to the data base maintained by the University. Therefore, some individuals are hesitant to use this reimbursement system.

Federal Tax Exemption Number

As a 501 (3c) non-profit organization, the Master Gardener Program qualifies for exemption from paying taxes on purchases. This number is to be used for purchases of items associated with Master Gardener activities. It is unlawful to use this number for any other purpose.

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GRANTS

Grants are usually complex documents requiring skillful writing and in-depth answers to questions associated with the purposes and uses of money that will be involved as a gift to the person making application.

The success of many Master Gardener activities is dependent on securing adequate funding. Obtaining a grant is an effective way of eliminating much of the work, energy, and time that goes into the attempt to find appropriate donations and contributions for these activities.

General guidelines will be offered in the next few weeks regarding grant use and the application for grants. This will be followed by a short one to two hour session on grant writing for all project chairpersons.

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POLICY AND GUIDANCE SPEAKING ENGAGEMENTS

BACKGROUND

The Anne Arundel County Master Gardener Program exists to serve several aspects of the community. This includes an outreach effort in the form of a speakers bureau program. Horticultural societies, garden clubs, civic groups, community/home owners' associations, and others* may invite or need a speaker or presenter from the Master Gardener Program (MG).

The MG Program welcomes these invitations and needs, because serving the community is the main purpose of the Program, and serving well is the objective of our activities. Recognizing that the MG speakers bureau program must be a quality and accurate one, the EAB evaluated the options that would best reflect this intent.

POLICY AND PROCEDURAL GUIDANCE

To accomplish this, the EAB determined that the following policy and procedural guidance are established.

1. The Speakers Bureau is the clearinghouse for all speaking activities involving Anne Arundel MGs.
2. An MG who receives a request or invitation to speak to a group will inform the Speakers Bureau and submit the attached form.
3. The MG who receives a request may perform as the speaker or the presenter in response to the request or may request that a speaker or presenter be selected by the Speakers Bureau.
4. The Speakers Bureau has a selection of programs and presentations, which have been reviewed and found acceptable in terms of accuracy and subject matter. If the MG receiving the request has a presentation or program of his/her own, the MG will submit the presentation to the Speakers Bureau committee for review in a timely manner.**

5. The MG receiving the request or the speaker/presenter (by mutual arrangement) will submit information per a Time Sheet as a follow-up form documenting the program or presentation that was made. The code for the Speakers Bureau is used for all MG presentations.

* This term is used to cover any other group of people where a Master Gardener is going to identify himself or herself as such when speaking or making a presentation.

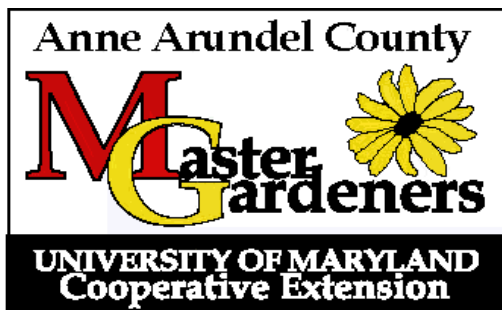
** A timely manner consists of two weeks minimum in advance of the speaking or presentation date, so as to allow the speakers bureau committee adequate time to meet and review the proposed program. The review and the approval of the speech or presentation, brochures (if any), and handouts (if any) are *mandatory* actions.

Speakers Bureau Programs:

Native Orchids
Grow It/Eat it - Vegetables
Good "Baywise" Practices
Shade Gardening
Composting
Vermiculture Composting
Good Bugs/Bad Bugs
Invasive Plants & Native Alternatives
Native Plants
Herb Gardening
Butterfly and Hummingbird Gardens
Common Household Pests
Seed Starting and Propagation
Rain Gardens
Soils
Preparing your Garden for Spring/Fall
Seasonal Lawn Care
Spring Weeds
Stormwater Runoff
Introduction to Plant Diseases
Pruning
Landscape Renovation
The First Flower

Coming Soon:

Edible Flowers
Underused Spring Bulbs
Conditioning Flowers



**SPEAKERS BUREAU
REQUEST FOR SPEECH/PRESENTATION
FORM**

CURRENT DATE:
 REQUESTING ORGANIZATION:
 POINT OF CONTACT:
 PHONE: CELL PHONE:

LOCATION ADDRESS and DIRECTIONS/PARKING:

PRESENTATION TITLE:

OCCASION: REGULAR MEETING OTHER
 Proposed Date: Time: From To:

ESTIMATED ATTENDANCE: *Presenter: Please note demographics for submittal of time sheet to AA County data base manager.*

LEVEL OF EXPERTISE: BEGINNER ADVANCED MIXED

ONSITE EQUIPMENT: Elec. outlet
 Extension cords
 Tables for equipment
 Projection screen

OTHER EQUIPMENT NEEDED:

Please Note: Location should have the appropriate lighting if the speaker will be using projection.

HONORARIUM: There is a suggested minimum (\$50.00). Checks should be made pay to the University of Maryland. The honorarium should be given to the presenter on the date of the event, preferably before the presentation.

CONFIRMATION LETTER DATE: PRESENTER:
 APPROVAL SIGNATURE:

Want an easy way to communicate with your fellow Master Gardeners?

If you would like an easy way to send a message out to the whole MG group or see messages sent by others, think about joining our Yahoo MG email group. This is a way for anyone to send or respond to messages or announcements (separate from the newsletter). All you need to do is to let Robin Costas know you want to be on the list by sending her an email at costasrt@gmail.com

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