



## **Bexar County Master Gardeners**

*3355 Cherry Ridge Drive, Suite 208*

*San Antonio, Texas 78230-4818*

*(210) 467-6575*

*Facimile: (210) 366-0535*

**The following Frequently Asked Questions (FAQs) provide important information for all new and transferring Master Gardeners.**

**1. What do Master Gardeners do?** Create and maintain gardens that showcase plants from our area; share new planting, composting and irrigation methods with others; present information at garden and trade events; organize educational programs and conferences; answer horticultural inquiries over the telephone; give educational talks to various groups; introduce children to gardening; support 4-H and Youth Development programs; research and answer inquiries about gardening; write articles about horticulture; volunteer and support educational horticultural programs as part of Texas AgriLife Extension Service; provide support for the Bexar County Horticultural Agent and Master Gardener Coordinator; increase awareness of integrated pest management, water conservation and water quality, as well as other environmental issues.

**2. Which website can I check for more information about the Bexar County Master Gardeners (BCMG)?** <http://bexar-tx.tamu.edu/HomeHort/MasterGardener/BCMGIndex.htm>  
**about the Texas AgriLife Extension Service?** <http://bexar-tx.tamu.edu>

**3. How do I find Texas AgriLife Extension Service Bexar County offices?** Check page 12 of the Welcome Packet for a map and for written directions to Texas AgriLife Extension Service. Or, you may find a road map on any map site, but the following is a link to Map Quest: <http://www.mapquest.com/directions/main.adp>.

**4. How do I find out about Volunteer Opportunities?** To find out about Volunteer opportunities that may be of interest to you, see the Welcome Packet, check the “Volunteer Lists” section in *The Scion*, see “Volunteer Lists” online at the BCMG website, contact the Volunteer Coordinator, or check your e-mails from Bexar County Master Gardeners. In addition, please complete the Gardening Interest Survey form in this packet so that we may help you find volunteer outlets.

**5. How and when do I file my Volunteer Hours?** Complete the “Bexar County Master Gardener Reporting Form” each month (found on the BCMG website <http://bexar-tx.tamu.edu/HomeHort/MasterGardener/BCMGIndex.htm> or in *The Scion*), and submit it in any of the following ways: submit a written copy to: BCMG at 3355 Cherry Ridge Drive, Suite 208, San Antonio, TX 78230-4818; E-mail a copy to: [mg-bexar@tamu.edu](mailto:mg-bexar@tamu.edu). Fax a copy to: 210-366-0535 or, place a copy in the “Completed Hours” hangar box in the BCMG office. **Note:**

Travel time to any Volunteer Activity, up to one hour, can be included in your Volunteer Hours. Any CEUs over and above the mandatory six hours can be counted as Volunteer Hours.

**6. How do I chair an activity or event?** Chairpersons and Co-Chairs are always needed to chair events sponsored by the Bexar County Master Gardeners. Please see *The Scion* and MG e-mails for upcoming requests or contact the President or Volunteer Coordinator.

**7. When and where are the Bexar County Master Gardener General Meetings?** Meetings take place on the 3<sup>rd</sup> Thursday of the month at 6:30 p.m. at Texas AgriLife Extension Service Conference Room. For ongoing programs and educational speakers, one-to-two CEUs may be awarded for attending. Please check *The Scion* or your e-mail each month for information and reminders. Watch for more information regarding additional daytime meetings.

**8. How do I get a Name Badge?** To purchase a name badge (for \$8), fill out the “BCMG Replacement Badge Order Form”<sup>\*\*</sup> found in the BCMG office. Look for the hanger box marked Name Badge Order Form. Upon completion of 50 volunteer hours and 6 CEUs for **Intern** Master Gardeners and 25 volunteer hours and 3 CEUs for **transferring** Master Gardeners--a name tag will be free-of-charge.

**9. How do I order clothing with the Bexar County Master Gardener insignia?** To order clothing, fill out the “BCMG Apparel Order Form” found in the hanger box marked Apparel Order Form. Place the completed form in an envelope along with payment and return it to Maria Salvatierra (215-7973) at the BCMG office.

**10. Which website can I check for more information about the Texas Master Gardeners Specialist Programs?** Check: <http://www.texasmastergardeners.com/>. (Click on Specialist.) Specialist programs include such topics as: water harvesting, plant propagation, entomology, firewise, oak wilt, and more. You will receive CEUs for these programs. **Note:** Often the Specialist programs can only accept two Master Gardeners from each county. Apply early if you are interested and forward your application to David Rodriguez. Once he approves or notifies you that he has reached his limit, he will return the application to you for submission.

**11. Who’s who at the Bexar County Master Gardener office? <sup>\*\*</sup>**

**David Rodriguez:** County Extension Agent, Horticultural & Master Gardener Coordinator. David is responsible for so many programs. Please see his cover letter to find out more about him. BCMGs always work to assist David as Texas AgriLife Extension Service Volunteers for the Horticultural Program.

**Angel Torres:** Office Assistant for Horticulture. Angel is the assistant for David Rodriguez. She receives Master Gardener volunteer hours and assists the Horticultural Agent with Master Gardener programs, classes, etc.

**Doris Trotter:** County Youth Gardens Coordinator. Doris is responsible for the Classroom Gardens Program and other youth programs funded by a grant to Bexar County Master Gardeners.

**Carol Law:** Master Gardeners Office Assistant: Carol assists the President and Treasurer and does other clerical assignments. She is available to assist with Master Gardener (MG) apparel

orders, badge orders, receive monies for Master Gardener events, and takes care of other details regarding Master Gardeners.

**Nelson Diarte:** County Extension Agent, Natural Resources. Nelson works with BCMGs on various environmental programs. He acts as a resource for information regarding environmental programs.

**Molly Keck:** Extension Program Specialist, Integrated Pest Management. Molly provides support for BCMG and teaches a portion of the Master Gardener Course. She is a source of information regarding garden pests, good and bad. BCMGs are often asked to assist Molly with her programs.

**Dr. Jerry Parsons, PhD:** District 10 Extension Horticulturist, Plant Geneticist. Dr. Parsons develops new varieties of plants. He works closely with the Horticultural Agent and Master Gardeners. He also teaches a portion of the Master Gardener Course. Master Gardeners often assist with his projects.

**Dr. Connie Sheppard, PhD:** County Extension Agent, Family & Consumer Sciences. Dr. Sheppard provides educational information and teaches some special Master Gardener Classes.

**Mike Shockey:** County Youth Outreach Educator (Urban 4-H). Mike is responsible for teaching urban students in schools and in 4-H clubs. Master Gardeners may be asked to assist him from time to time.

**Jerry Warren:** County Extension Agent, Agriculture. Jerry is responsible for extension ag outreach.

**Patrice Hertzock-Barnes:** Extension Agent. Patrice works with the 4-H Cooperative Extension Program.

**Paul Schattenberg:** Extension Communications Specialist for Bexar & Travis Counties. Paul assists with publicity for Texas AgriLife Extension Service programs for Bexar and Travis Counties.

**Sonija Tedesco:** County Ag Program Technician. Sonija works with livestock program.

**Linda Shafer:** Secretary. Linda assists Dr. Parsons, and records the Master Gardener hours.

**Lupe Landeros:** County Extension Director. Ms. Landeros is responsible for Texas AgriLife Extension Service Office in Bexar County, its programs and its operation.

**12. What do I do if I have other questions?** Contact a member from the Welcome Committee. See names and e-mail addresses below:

**Helen Henderson:** Home: 481-3414 Cell: 361-790-2867  
[hmshend@sbcglobal.net](mailto:hmshend@sbcglobal.net)

**Marguerite and Richard Hartill:** Home: 497-1355 Cell: 787-6267  
[mhartill@aol.com](mailto:mhartill@aol.com)

**Elaine Johnson:** Home: 692-9056  
[NYNX@stic.net](mailto:NYNX@stic.net)

**Sandy Justice:** Home: 200-8861 Cell: 410-9099  
[sandy@sandyjustice.com](mailto:sandy@sandyjustice.com)

**Mary Kay Stewart:** Home: 821-5107 Cell: 279 -5107  
[mkwstew@yahoo.com](mailto:mkwstew@yahoo.com)

- \* Order forms can be picked up at the office or downloaded from the BCMG website.
- \*\* For a Who's Who of BCMG officers, see *The Scion*.

## VOLUNTEER OPPORTUNITIES FOR MASTER GARDENERS

[As approved by the Bexar County Master Gardeners Board of Directors,  
the Bexar County Extension Agent, and Master Gardener Coordinator]

### YOUTH GARDENING:

**Contact:** Unless otherwise noted, contact Doris Trotter for Youth Gardening Activities:  
**Phone:** 210-467-6575. **E-mail:** dm-trotter@tamu.edu

**101: San Antonio Botanical Garden, Youth Program:** Volunteers are needed to assist with several youth programs at the San Antonio Botanical Garden. Such events as “Botanica” and the “Fall Garden Fair” are extremely rewarding.

**102: Children’s Day at the San Antonio Botanical Garden:** Volunteers are needed to manage areas of the garden and serve as tour guides.

**103: Children’s Garden at the San Antonio Botanical Garden:** Contact Elaine Johnson 692-9056. Volunteers are needed to provide youth from ages 8-13 years of age with a hands on gardening experience. This activity takes place in cooperation with the Men’s Garden Club of San Antonio.

**104: Children’s Speakers Bureau:** Volunteers are needed to give presentations and/or demonstrations on a variety of gardening subjects for area schools and children's groups.

**105: Fall Garden Fair:** Volunteers are needed to accept, label, and enter children’s produce grown in the Children’s Garden for the Fall Festival Vegetable Contest.

**106: Junior Master Gardener:** Volunteers are needed to assist classroom teachers who organize JMG and register with the state JMG program. Visit <http://jmgkids.us> for more information. This is an excellent opportunity to impart your love and knowledge of gardening to the younger generation.

**107: School Classroom Gardens:** Volunteers are needed to help with the preparation of events and workshops, e.g., dividing and labeling plants, baking for the hospitality table, setting up the room, etc. In addition, volunteers are needed to present and assist in workshops. Sometimes volunteers, with pickups, are needed to haul compost and other supplies.

**108: Terrarium/Ecosystem:** Contact Lani Ord 493-6375. Volunteers are needed to teach third grade students about plant requirements, ecosystems, and water conservation. Participants in the program build a terrarium to take home and enjoy. This program is organized and staffed by the BCMG, hosted by San Antonio Botanical Garden, and made possible through a grant from San Antonio Water System (SAWS). Activities take place in the spring.

**199: Other Youth Gardening Activities:** PTA Garden Night, Walk Across Texas at San Antonio Botanical Garden, Earth Day, Children’s Day at The Antique Rose Emporium, Mount Sacred Heart Summer Camp (Volunteers will work with children on such topics as: Hummingbirds, Herbs and Wildflowers, Texas Symbols and Facts, Texas Birds, and Rainforests.). The Sunflower House (Volunteers are needed to prepare healthy snacks and to

give presentations and help with children's crafts and nature activities.), Summer Enrichment and Learning Center (Volunteers are needed to work with children's activities on topics related to plants and gardening.)

## CONSUMER EDUCATION:

**201: Folk Life Festival:** [Because the chairperson varies from event to event, check *The Scion* and MG e-mails for a contact person] Volunteers are needed for the MG booth to talk to guests about gardening, water conservation, and other horticultural information.

**202: Home and Garden Shows:** [Contact: Because the chairperson varies from event to event, check *The Scion* and MG e-mails for a contact person.] Volunteers are needed to set up the event area for the MG booth and the Seasonal Irrigation Program (SIP). Home and garden shows are held at various areas such as: the Henry B. Gonzalez Convention Center, Alamodome, Encino Park, Houston Street Fair, etc.

**203: Homeowner's Hot Line:** [Contact Angel Torres: 467-6575] Volunteers are needed to answer phone calls from residents who have gardening questions. Training will be provided. It is not necessary to know the answer to every question, but it is important to find answers and return phone calls. This activity takes place at Texas AgriLife Extension Service, which is air-conditioned.

**204: Community Gardens:** [Please watch *The Scion* and MG e-mails for a contact person.] Volunteers are needed to share knowledge, guidance, information, and encouragement for people constructing new gardens or refurbishing existing gardens in individual communities. Master Gardeners do not provide maintenance for community gardens, in most cases.

**205: Plant Clinic on Water Saver Lane at the San Antonio Botanical Garden:** Volunteers are needed on Saturdays to greet visitors at Water Saver Lane. Volunteers will provide information about the plants that grow on Water Saver Lane, how to take care of them, and how to save water while gardening.

**206: Pre-Rodeo:** [Please watch *The Scion* and MG e-mails for a contact person.] Volunteers, with pickups, are needed to move materials from our storage site to the rodeo grounds. For children's events, volunteers will be needed to assemble teacher packets, create displays, make mini corsages, help with scavenger hunts and/or arts and crafts, etc. Volunteers are needed to create landscaping exhibits and garden beds.

**206a. Rodeo Construction:** [Please watch *The Scion* and MG e-mails for a contact person.] Volunteers with construction and electrical skills are needed to build, light, and frame the exhibit areas.

**207: Rodeo:** [Please watch *The Scion* and MG e-mails for a contact person.] Volunteers are needed to sell plants, act as docents, conduct water saver presentations, answer plant questions, help in the youth classroom garden, and drive volunteers from the parking site to the rodeo site. To keep all of our volunteers fed, volunteers will be needed to provide meals during construction and tear down. Snacks, cookies, breads, fruit, etc. can be brought to our Hospitality Room during the Rodeo.

**208: Post Rodeo:** [Contact Clark Ehrlich: 380-7491 or Glen Hall 646-8156] Volunteers are needed to tear down all displays and transport materials back to our storage area.

**209: San Antonio Botanical Society Plant Sales:** [Please watch *The Scion* and MG e-mails for a contact person.] Volunteers are needed the day before a plant sale to bring plants from the greenhouse to the area near the Carriage House at the Botanical Gardens. The day of the sale, volunteers are needed to assist customers with the purchase of plants. Two shifts are usually available.

**210: Schultze House Gift Shop:** [Contact Barbara Lozier for the Gift Shop: 789-1434.] Volunteers are needed for two jobs. The first job is to staff the gift shop, welcome guests, and talk to visitors about the Old Fashioned Garden surrounding the Schultze House. The second is to tend the gardens surrounding this part of San Antonio culture. [Contact: Pat Harris: 226-6150 or Sir Oliver Smith “Smitty” 698-9767 for the Cottage Garden.]

**211: Speaker’s Bureau:** [Contact Anna Cervantes: 210-872-3530] Volunteers are needed to give presentations and/or demonstrations on a variety of subjects for community organizations, garden clubs, and other groups. Typical subjects can be, but are not limited to: Fire Ants, Turf, Organic Gardening, Youth Gardening, Oriental Gardening, Wildflowers, Composting, Container Gardening, Xeriscape, Begonias, Oak Wilt, Herbs, Propagation, Orchids, Perennials, Landscape Design, Vegetable Gardening, Annuals, Gardening (Spanish), Water Conservation, Trees/Tree Care, Integrated Pest Management, Cactus and Succulents, Wildscaping, Plants that Thrive in SA, Seasonal Gardening, Water-Wise Irrigation, Roses, or other relevant gardening topics. Speaker Bureau Request Forms can be obtained at:

<http://bexar-tx.tamu.edu/HomeHort/MasterGardener/Forms.htm>

**299: Other Consumer Education:** Wildfest (MG booth), Scholarship Committee, Plant Clinic on Watersaver Lane, Welcoming Committee, Herb Festival, Festival of Flowers (This all-gardening event features seminars, demonstrations, plant and supply vendors, a roundtable discussion with organic experts, and the annual City-Wide Plant Exchange.).

## **ENVIRONMENTAL:**

**301: Earth Day:** [Please watch *The Scion* and MG e-mails for a contact person.] Volunteers are needed for a one day event at Woodlawn Lake to promote earth friendly activities. This is an official Fiesta event.

**302: HemisFair Horticulture Group:** [Contact Maria Salvatierra: 215-7973.] Volunteers are needed for 4 workdays per year to maintain 3 flower beds at HemisFair Park. In addition, there is also a larger volunteer group that divides into 2 member teams, and they rotate every 5 weeks for regular weekly plant maintenance. Volunteers usually work on Thursdays, but members can come individually at anytime to do maintenance.

**303: Japanese Tea Garden:** [Contact Pete Mendiola: 653-7284] Volunteers are needed to work on Tuesdays and Thursdays from 8am-noon (with shorter hours in the summer). This project involves all aspects of maintaining the plants and beds at this site. In addition, it is helpful to do some networking with other community service groups to invite other volunteers to help at the Gardens and/or to obtain plant donations for the site.

**304: Plant Propagation Greenhouse at the San Antonio Botanical Garden:** Watch for further information via e-mail and in *The Scion*.

**305: Schultze House Cottage Garden:** [Contact Pat Harris: 226-6150 or Sir Oliver Smith (“Smitty”): 698-7967] Volunteers are needed to plant, fertilize, and maintain the flowers and plants in the cottage garden. Volunteers meet on Friday mornings from 8 – 2 pm. (Socialize for lunch.) Future plans include forming teams to maintain the .75 acre site during the week as well. **Note:** Brown Bag lunches are held at the Schultze House on the second Thursday of the month from 12-1 p.m. Presenters speak on any number of garden topics, and you gain one CEU for attending. Bring your lunch; refreshments and dessert are provided. The best parking is the metered parking on Durango –at a very reasonable 25 cents per hour.

**305a: Schultze House Gift Shop:** [Contact Barbara Lozier: 789-1434] Volunteers welcome visitors, answer plant questions, and act as general cashiers. Training is provided for volunteers as well as a 25% discount on the day you work (15% discount to all MGs). There is one parking slot allotted for the cashier. Work hours and days are flexible but shifts from 10:30am - 1:30pm are preferred.

**307: Water Conservation Program:** [Contact Laura Rogers: 317-5117 or Sandy Justice: 410-9099] Volunteers will receive training on the following topics: SIP, general water conservation routines, water saving methods in landscapes, and water saving plants. After training, volunteers will share their knowledge of water conservation during presentations and events that are generally sponsored by SAWS at various locations throughout the year.

**399. Other Environmental Activities:** Check your e-mail for various events happening throughout the year, see new editions of *The Scion*, or check archived Scions at the following website:

<http://bexar-tx.tamu.edu/HomeHort/MasterGardener/Scion/ScionNwsltrArchives.htm>

## **ORGANIZATIONAL:**

**401: BCMG General Meetings:** Please join the MGs at the Texas AgriLife Extension Service conference room for a social half-hour followed by an informative meeting. Door prizes will be awarded. You will learn lots, make new friends, and get one-to-two CEUs for attending. General meetings are scheduled for the third Thursday of the month and begin at 6:30 pm. Watch for more information regarding additional daytime meetings.

**402: Creating Displays:** [Contact Sandy Justice: 410-9099 or if for a youth event, Doris Trotter: 467-6575] Volunteers who have a creative flair are needed to design attractive informational displays for events and activities. Watch *The Scion* and your e-mails for additional information.

**403: Fund Raising:** [Contact MG president Manuel Santos: 531-1868] Volunteers are needed to participate in several plant sales each year. Check the Master Gardener website or *The Scion* for details.

**404: Many Hands Make Light Work:** [Contact Holly Julian: 764-6575] Volunteers are needed to assemble and mail *The Scion* as well as other mailings.

**405: Master Gardener Classes:** [Contact Lou Kellogg: 647-4985 to attend mentorship classes.] Volunteers are needed to assist Lou Kellogg and David Rodriguez as they conduct the MG training classes for certification as a Texas Master Gardener. Volunteer training is provided.

**406: Telephone Committee:** [Contact Margarita Thompson: 653-5310] Volunteers are needed to make phone calls to Master Gardeners who do not have access to e-mail. Sometimes this work can be done from home; sometimes you will need to come to the office. All information you need to pass along will be provided.

**407: Work on Scion:** [Contact Jan Craven: 698-1548] Volunteers are needed to be part of an award-winning newsletter team. If you would like to write garden articles, proofread, or be part of the newsletter staff, join *The Scion* team. The Texas Master Gardener Association recently awarded *The Scion* first place at the 2006 Awards Ceremony. Come and join us!

## **OTHER:**

**501: Board Activities:** Any position or volunteer work on for the Board of Directors can be noted in this category.

**502: Committee Activities:** Any committee activities/work/events can be noted in this category.

**503: Master Gardener Conferences:** Check *The Scion*, the BCMG website or the Texas Master Gardeners website for information about annual conferences held throughout the state. CEUs are given for attending these events.

**504: Other Extension Support Activities:** Answering phones for Texas AgriLife Extension Service, sorting slides, and other miscellaneous activities can be noted in this category.

**599: Other:** Miscellaneous volunteer work/activities/events can be noted in this category.

**MASTER GARDENERS OF BEXAR COUNTY  
GARDENING INTEREST SURVEY**

Name \_\_\_\_\_ Class# \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

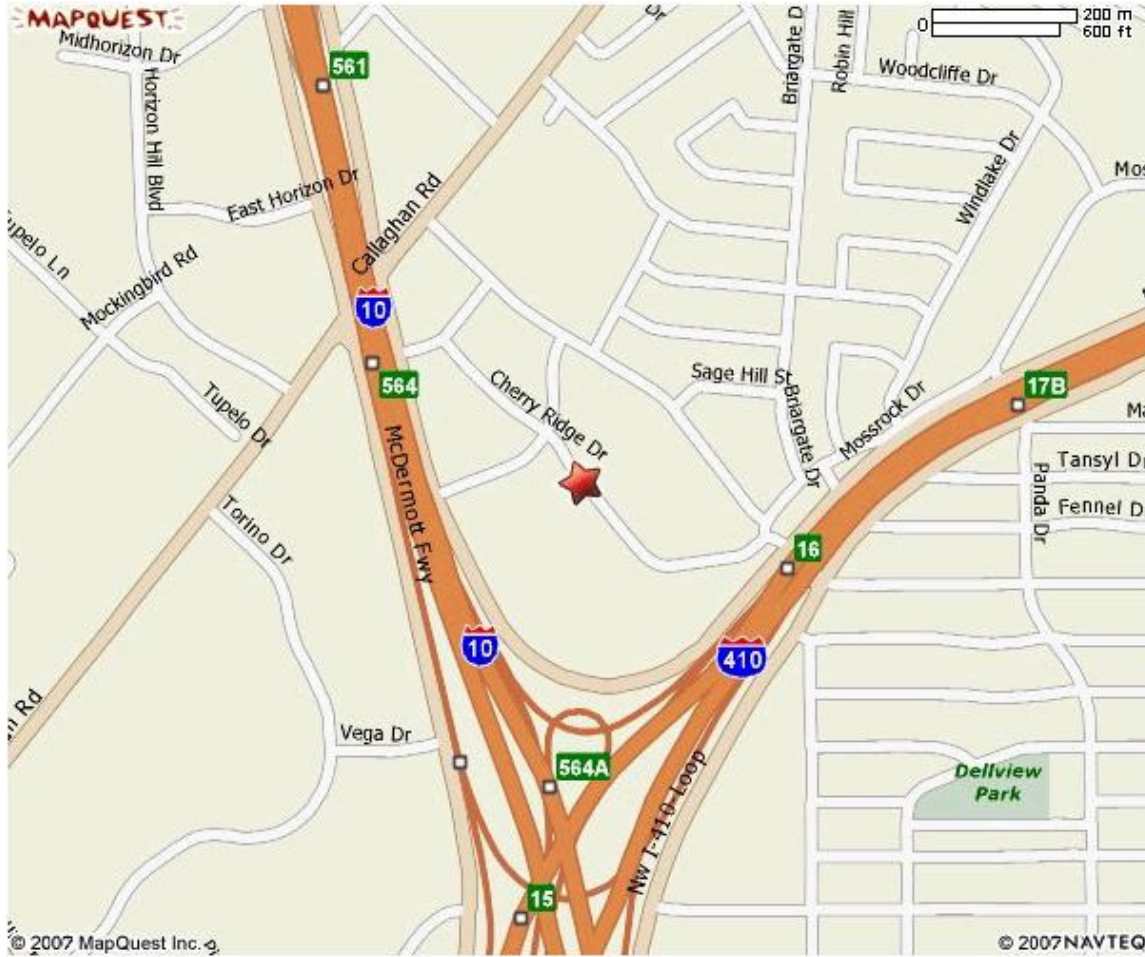
E-Mail Address \_\_\_\_\_

When is the best time to contact you? \_\_\_\_\_

Please complete and send this form to the Master Gardener Welcome Committee at 3355 Cherry Ridge Drive, Suite 208, San Antonio, TX 78230-4818. If you would like to email the form, please write "Interest Survey" as the subject line and address it to: [mg-bexar@tamu.edu](mailto:mg-bexar@tamu.edu). You can fax the form to 366-0535.

With knowledge of your favorite gardening activity, the Bexar County Master Gardeners will have a list of eligible volunteers for the many activities and events we sponsor.

Check here to indicate interest	Project
	Children's Speakers Bureau
	Community Gardens
	Creative Displays
	Earth Day
	Fall Garden Fair
	Folklife Festival
	Fund Raising
	Helping New MG Classes
	HemisFair Horticulture Group
	Home and Garden Shows
	Homeowner's Hotline
	Japanese Tea Garden
	Mailings
	Plant Propagation at the SA Botanical Gardens
	Plant Sales
	Rodeo
	Schultze Gift House and Gardens
	Speaker's Bureau
	Telephone Committee
	Water Saver Conservation Programs (including SIPs)
	Work on <i>The Scion</i>
	Youth Events
	Youth Gardening
	Youth Programs/Classroom Gardens



## **DIRECTIONS TO THE BEXAR COUNTY COOPERATIVE EXTENSION**

**Note:** Also, check <http://www.mapquest.com/directions/main.adp>

### **FROM THE NORTH:**

Take 281 South to 410 West.  
Exit at Vance Jackson/Cherry Ridge Drive.  
Continue on frontage road to second traffic light.  
Turn right on Cherry Ridge Drive.  
Follow this curved road until you reach the corner of Briaridge Road.  
Make a right.  
Texas AgriLife Extension Service is on your right.

### **FROM THE SOUTH:**

Take 281 North to 410 West.  
(Currently this intersection is under construction.)  
When it is completed, exit at 410 West.  
Exit at Vance Jackson/Cherry Ridge Drive.  
Continue on frontage road to second traffic light.  
Turn right on Cherry Ridge Drive.  
Follow this curved road until you reach the corner of Briaridge Road.  
Make a right.  
Texas AgriLife Extension Service is on your right.

### **FROM THE EAST:**

Take 410 West.  
Exit at Vance Jackson/Cherry Ridge Drive.  
Continue on frontage road to second traffic light.  
Turn right on Cherry Ridge Drive.  
Follow this curved road until you reach the corner of Briaridge Road.  
Make a right.  
Texas AgriLife Extension Service is on your right.

### **FROM THE NORTHWEST:**

Take I10 East to Callaghan Road.  
Make a left on Callaghan.  
Make a right on Pinebrook.  
Make a right on Briaridge Road.  
Texas AgriLife Extension Service is on your left.

### **FROM THE SOUTHWEST (South of 410):**

Take I10 West to Callaghan Road.  
Make a right on Callaghan.  
Make a right on Pinebrook.  
Make a right on Briaridge Road.  
Texas AgriLife Extension Service is on your left.