



Master Gardener Foundation of Thurston County  
BOARD MEETING MINUTES  
March 12 2014

The March 2014 meeting of the Master Gardener Foundation of Thurston County Board was held at the WSU Thurston County Extension Office in Olympia and called to order by President Julie Sandberg at 5:35 pm.

Board Members Present:

Julie Sandberg, President  
Toni Ghazal, Past President  
Kaleen Cottingham, Vice President  
Linda Talen, Treasurer  
Bev Postman, Secretary  
Devi Watson, Member at Large  
Sandy Atkinson, State Representative

Others Present:

Cori Carlton, Program Manager  
Michelle Kozminski, Americorps Intern

The published agenda was covered as follows:

**1. Minutes of February 2014 Board Meeting**

Minutes of February 12 were approved as amended.

MOTION:Cottingham/Ghazal

**2. Treasurer's Report**

-Linda Talen reported that the foundation has taken in \$900 in the first two mos. of 2014. -  
We have \$86,718.35 in our accounts.

-We received 40 membership applications, 9 of those for new members and the rest were renewals.

-We received a donation of \$45 from someone attending the Feb. membership meeting.

-Linda has submitted the paperwork for the foundation to be a member of the Fred Meyer Rewards Club.

-She is talking to Arum Wheeler at Heritage Bank about us using one of their virtual terminals at the May Plant Sale.

-All board members were given a copy of the Financial Examination Report done by Kenneth Wilson. (A copy is in the secretary's notebook.) There were no significant changes to current procedures that were made by Mr. Wilson.

-Our insurance bill for the foundation's commercial buildings (Closed Loop, Dirtworks, Farmer's Market, main clinic bldg.) is \$766 and a separate bill is coming for corporate insurance for the board members.

The Treasurer's Report was approved with one correction.

MOTION:Cottingham/Postman

**3. Committee Reports**

-Sandy Atkinson: State Foundation Report

In regards to the Van Bobbit Scholarship, the board decided to continue the award of \$250 to a chosen applicant from our county applying to the state board for the scholarship.

-It was decided that committee reports can be submitted to the board in writing, but we will ask Midge to come in and speak to the board in April about the upcoming plant sale.

-Toni reported that the website committee, Janice Boas, Bev Postman, Kaleen Cottingham, BJ and Michelle, is up and running. Bev Postman received training from Michelle last month on how to post to website and will share that training with Kaleen this month. We discussed having some guidelines for the website committee in terms of what is acceptable to post and from what sources. It was decided that Bev will compose a preliminary outline and submit it to Cori first, before giving it to the board and committee members. We decided that at least two people should view each post for possible edits before it is made public; certain subjects i.e. medicinal plants, marijuana, mushrooms, arborists are not suitable posting subjects, and preferable links are to WSU/MG approved sites.

-Linda is filling out forms for ordering tools for sale and the plant sale will be the first venue.

#### **4. Program Report: Cori**

--Foundation Membership brochures are getting low, and all references to compost bins need to be taken off plus they need to be updated. No redesign is needed because of potential move in future. Cori estimates we need 1,000 more for outreach events this season and Julie will talk to Nancy Mills about coordinating with WSU for the printing.

-Toni did a TCTV spot with a county commissioner and plugged bingo and the plant sale.

-We had a discussion about the board possibly funding certain intern projects. There is a plan by a current intern to plant a bee habitat garden at the fairgrounds as part of a required project and plants are needed. It was decided that a request should be made via Friday Flash to ask for plant donations from members for this particular project since we already ask local merchants for plant donations for bingo nite, and we don't want this project to conflict with foundation needs.

The board will in the future consider whether to budget money, if needed, to support some mg intern projects.

-Michelle's Projects: She has been doing marketing for free gardening workshops: Raised Beds, Planting Lettuce, and Container Planting/Compost Socks. She also attended a volunteer management conference in Vancouver.

#### **5. Old Business**

-Policy/Procedures: It was discussed whether the board should have a yearly review of policies and procedures. Toni shared that in the past, this was an extremely time consuming process; it was decided that changes can be made as they come up and revised online. Devi is working on this presently and will email sections to board members for proposed changes; we will revise one issue/section at each board meeting. She will add footnotes to any updates giving the date of changes. Once a year, the president will assign several volunteers, not necessarily board members, to read thru the policies and procedures and look for inconsistencies or changes that need to be made.

-Scholarship award: The board has accepted Sandy's recommendation that the wording regarding the scholarship in the Policies and Procedure Handbook, section V.C.2.c. (page 28) be changed to:

"The one applicant selected by MGFTC for consideration by the State scholarship committee will be awarded \$250."

MOTION: Cottingham/Watson.

-Board Tasks Outline/Calendar: Devi is working on this and has created an excel spreadsheet. Bev and Devi will continue to work on this.

#### **7. New Business**

-Speaker for June Meeting: Suggestions were for Renzy Davenport, a local beekeeper; Jo Robinson, Vashon Island author of "Eat Wild", a book on research-based information about choosing present-day foods that approach the nutritional content of wild plants and game; local speakers on bats and frogs. Devi asks that we get someone lined up within the next two wks.

-It was decided that the board will have a special 2 hour meeting so Julie Sandberg and others can share information learned at a one-day training on non-profit governance that they participated in. This will also be an opportunity for a Board Orientation to review roles/responsibilities for all Board members. Julie will propose some dates for this meeting and email board members.

There being no further business, the meeting was adjourned at 7:40 pm.

Bev Postman, Secretary