



Master Gardener Foundation of Thurston County
BOARD MEETING MINUTES
May14, 2014

The May 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
Kaleen Cottingham, Vice President
Linda Talen, Treasurer
Sandy Atkinson, State Representative
Bev Postman, Secretary
Devi Watson, Member at Large

Others Present:

Cori Carlton, Program Manager
Michelle Kozminski, Americorps Intern
Midge Price, Plant Sale lead

The published agenda was covered as follows:

1. Committee Report: Plant Sale

- Midge Price gave the board an update on plant sale. We are short on parking and also volunteers to work the sale, which has not been a problem in past years. However, plant inventory is looking good and 1200 county employees were notified about the plant sale. In addition, John Dodge of The Olympian is doing a feature story on the 100 year anniversary of WSU extension service and there will be info on the plant sale included.
- Cori has had discussions with the parks department about different parking issues that have come up lately: people were unable to find parking to get to the community gardens and last weekend's workshop because of baseball traffic.
- Power will be turned on (from an extension cord running from the apartments uphill from Dirtworks area) for Friday nite's gala but sales will be by cash or check only. Cori is still looking for volunteers to teach the composting workshops during the plant sale.

2. Minutes of April 12 Board Meeting

Minutes from April meeting were approved.

MOTION: Cottingham/Watson

3. Treasurer's Report

- The foundation's assets are \$81,353.95.
- Overpayment of \$766 to insurance company has been refunded.

Treasurer's Report is approved.

MOTION: Postman/Cottingham

4. State Foundation Rep Report

- Sandy attended a May 14th meeting of the state foundation board. The following items were covered: (Her full report is included with meeting notes.)
- We need to choose a nominee for Thurston County Master Gardener of the Year to submit to the state organization by June 1. Bill Longnecker was our nominee last year. Some of

the criteria are: Legacy, Community Involvement, Educational Impact, Responsibilities. We discussed a slate of potential candidates and Julie will write up a nomination letter.

-Sandy announced we have a very good candidate from Tumwater who has applied for the Van Bobbitt scholarship. She got information about it from the school counseling center, and is the only applicant. After sharing info on the candidate, the board approved the choice. Approved application must be sent to Martha Clatterbaugh, chair of the State Scholarship Committee, and she must receive the county applications by Friday, May 23rd.

-Sandy told the board that there was a short discussion at the state meeting on the possibility of awarding scholarships to county master gardeners to attend the annual state conference, which would cover registration fees and possible other expenses, but no action was taken.

-Virginia Ferguson, Conference chair will attend our June membership meeting to promote the Conference.

5. Old Business

-Devi passed out board task worksheets to everyone and would like any additions or revisions email to her. She also collected revisions to board member descriptions and responsibilities.

-Kerry Norem and Toni Ghazal will be pricing retail items for sale at the plant sale. The invoice of purchased items was \$504.

-Nancy Mills took care of getting plant sale banner hung up, and will be ordering more revised foundation brochures from WSU printing.

6. Web Committee: Kaleen Cottingham and Bev Postman

-Kaleen passed out draft guidelines for posting on foundation website, and it will also be included in Policies and Procedures.

-Kaleen shared committee's proposals for improving the website:

- Keep current hosting through Bravenet
- Continue using Wordpress
- Add a theme (recommend "Evenflow") similar to King Co.
- 2 column page setup to maximize visual space for content
- move mission to "about us" page
- resize the calendar
- add photos in blog snap shot
- Slow down and improve the banner; make buttons more distinct
- add "preview function" to blog posting
- activate the RSS feed of blog posts to subscribers

-It was decided that Kaleen and Julie will meet with Roy and ask him to put both Kaleen and Bev on the website as administrator so we can have access to website mechanics. Ultimately we want to give administrator privileges to Bev, Kaleen, Cori and web designer.

Committee recommends contracting with Sonya Christilaw, Memory Theater Productions, to make the above changes. Estimate is approx. 5 hrs @ \$25/hr. (special nonprofit rate). Changing theme will cost \$79; total estimate is \$254.

MOTION APPROVED: To accept and implement all website committee proposals.
Sandberg/Talen

7. Program Report

- Michelle installed pop bottle cold frame at Closed Loop and will prepare a handout on how to replicate it.
- She is working on a Rainbow Garden of veggies and flowers; 4 different strips of color made out of compost socks.
- Lettuce in Containers Workshop will be taught on May 31st.
- Cori said Nisqually Outreach event was very successful.
- Straw Bale gardening workshop had 15 people attending.
- We have been awarded an Americorps position for 2014-2015 and the expenses will be split between Solid Waste and the foundation; the foundation will be responsible for \$3,000.
- Farmer's Market demolition will begin soon, then Richard Quirke/Arcadia Bldg. will come to inspect site for new building.
- Cori shared a fundraising possibility with the board: she said the most requested handout at the Nisqually Home and Garden Show was the weeds flyer. She showed the board a full color, laminated flip book from The Florida Extension Service that one of the master gardeners had, and wondered if perhaps we could make a similar one for our area and sell it as a fundraiser. Kaleen said that her agency had prepared something similar and she would let the board members know what the printing costs were.

8. New Business

- Strategic Planning - Julie shared that we need to set a date for a separate strategic planning session for our mission and goals. It was discussed whether we could just extend the hours of our Oct. 22nd retreat which will be at Julie Sandberg's home. It was suggested that we hire an outside leader to help us formulate goals and strategies. Board members will contribute names of experienced community people.
- We also need to make plans for a member survey prior to planning sessions to get member input on board goals, activities, etc. Julie will announce plans for the survey at the June membership meeting, and it will also be put on Friday Flash.

9. Announcements

- Linda has all the information on the Community Rewards Program at Fred Meyers. We have been accepted into the program and Cori will put a blurb about it on Friday Flash after Linda sends her information.

There being no further business, meeting adjourned at 7:49 p.m.

Bev Postman, Secretary