



Master Gardener Foundation of Thurston County

Board Meeting Minutes, October 11, 2017

Call to Order: 5:40 p.m.

Present: Board Members Cindy Hoover, President, Charley Barron, President-elect, Kerry Norem, Treasurer, Pam Roberts, Secretary, Candace Jacobs, Member-at-Large, Sandy Atkinson, State Representative. Also present: Cori Carlton, Program Coordinator, and Kay Zambone, Handicrafts Committee Chair

Board Reports

Minutes of the September 13, 2017 board meeting were reviewed. Motion was made by Candace and seconded by Charley and carried to approve the minutes as presented.

Treasurer's Report

Kerry presented the monthly report as of August 31, 2017

YTD Income:	\$26,420.20
YTD Expenses:	\$21,774.41
Current Assets:	\$25,844.55

Online donation status/technology update: Portal for online donations is still not functional.

Bloomin Bingo

Income is up \$500+ over last year.

Donations during Bloomin' Bingo have increased this year.

We need to pay attention to the \$5000 lid from the Gambling Commission

Up \$5310 for the year. Assets up \$9340.

Since we're not paying sales tax on items at the source from Amazon third party vendors, Kerry will go back and pay use tax on those items not used for resale.

The Foundation savings account is at about \$25,000. She asked if she should move part of this amount into investments. The Board advised her to wait until after the 2018 budget meeting, to make that decision.

3 Cash registers are being kept at TC Extension office. We can use for the plant sale in the future.

Candace moved, Charley seconded and members approved the Treasurer's report.

State Foundation Representative

Sandy reported that the State meeting in September had a good turn-out, comparable to past state meetings, although the representation from Thurston County was small. Ralph Gross, our nominee for MG of the Year, didn't receive the award. There were 12 nominees from around the state. The Scholarship recipient from Thurston County was acknowledged, although he did not attend.

Member-At-Large

Candace provided an update on planning for the annual awards banquet. City Picnics will cater the event and is prepared. We need to provide numbers of attendees.

Awards. – No nominations have come from the membership.

Nominations for positions:

1. Member at large replacement for Candace is still to be done
2. Activities – Karla Salp will continue in 2018.

President-Elect

Charley reported that he might have members of Board positions, but cannot announce yet.

1. Bloomin Bingo - open
2. Handicraft -
3. Vice President - open
4. State Representative - Kay Zambone is interested. Needs to look at commitment time/effort.
5. Member-at-large - open
6. Activities – Karla Salp (will continue)
7. Assistant Website person - open

President

Cindy asked members to meet at 4:30 for the Board planning retreat on November 8
Bev Postman will be going to emeritus status and has asked for a replacement on website. The group will seek a replacement

Committee Reports (Note: committees that do not appear did not submit a report)

Handicrafts

Kay Zambone Reported:

Next event: Home for the Holidays. November 4
15 totes full of soft goods to sell
At Thurston County Fairgrounds
Will use Square charge system to receive payments

Blooming' Bingo – Cindy and Cori reported on behalf Toni Ghazal

Recap meeting has been done
Toni confirmed next year's dates with Marianne B.
Working on dates with Lacey Community Center –
May be September 13.
Toni has submitted a complete Summary that will help new person step right in.
Toni is retired as chair after that.

Program Report

Cori submitted the following report:

Over 75 applications were received for the Master Recycler Composter Outreach Specialist I position. This is the part-time help position that Solid Waste will be funding. Applications are in the final review and top candidates will be contacted for an interview.

Master Recycler Composter volunteer training is in full swing. We have 14 new trainees plus current MRC's who are also participating in the training. The training will run through October 24th.

Garden Committee retreat happened on Thursday, September 21st where procedures, goals and budgets were discussed. Gardens will be closing at the end of the month for the season and won't re-open until March/April of 2018.

Closed Loop Park will have 5 new benches and materials to replace the existing kiosk paid from the Solid Waste Master Recycler Composter operating budget instead of the MGFTC budget.

Cori met with a representative from Summit Fence Co. in September to get an estimate on fence repair costs at Dirt Works. The quote came back at \$1,033.60. Discussion will now move to who pays for the repairs.

MG 2018 training information was posted on October 9th and we have already received 2 applications. Pre-orientation sessions will take place almost weekly between now and Dec. 15th which is also the deadline to apply.

Next MG Cluster meeting is October 12th from 10am to 1pm @ Lewis County Extension office.

We have received official word that the WSU Extension office move will take place between December 18th and 20th from the McLane building to the Thurston County Fairgrounds Benoscheck building. The focus will now be on how to prepare for this process.

Old Business

Survey Results

Cindy provided data on the survey results and members discussed. Major topics included:

- Night of the week an issue, Try week-end day.
- Handouts from speakers for those who can't attend.
- Potlucks not necessary
- Board will hold further discussion next week at the 2018 goal setting meeting.

Storage Needs/Results

Cindy presented cost data on local storage units. The most favorable pricing and location was determined to be:

- Lacey Pacific Storage - \$97.50/mo. with year contract
- 10 x 10
- Get 3 storage shelving units. (approx. \$500)

Pam moved and Charley seconded a motion that the Board proceed with storage unit rental at Lacey Pacific Storage right away, starting November 1. Motion carried.

Charley stated that we must set up a protocol for access, to include a sign-in sheet for locker. Allow space for comments.

Flash drives and external hard drives will need to be kept in heated area at the Extension Office.

Foundation Awards

Candace and members discussed potential recipients of awards. Candace will follow up.

New Business

Meeting Location in December: will be at Cindy's house or Pam's house. The Board will decide next week

Goals for next year. Will be discussed at the Retreat next Wednesday.

Data Scanning

Kay Zambone presented her proposal for data scanning. She has volunteered to scan Foundation records so that they can be electronically stored.

Members thanked Kay for her willingness to do this important task. They referred details to the Finance Committee. Charley will call a meeting of Finance Committee and take lead on starting Kay on this effort. He will include Kay in this meeting.

Meeting adjourned at 8:30 p.m.

Submitted,

Pamela E. Roberts
Secretary

Upcoming Meetings/Events:

Oct. 18 – Goal Setting Retreat/Potluck, 4:30 p.m., Extension Office

Nov. 8 – Board Meeting (4:30 p.m.)

Nov. 16 – Awards Dinner, Fairgrounds, 6 p.m.

Nov. 18 – Budget Meeting, 9 a.m., Cindy's home

Dec. 6 – Board Meeting

Dec. 9 (Sat) – Annual Meeting, 12 noon