



Master Gardener Foundation of Thurston County

Board Meeting Minutes

June 12, 2019

3054 Carpenter Rd SE, Olympia WA 98503

5:45 p.m. Call to Order by Chair Pro-tem, Barbara Baker

Present: Board Members, Barbara Baker, Steve Wilson, Treasurer-elect, George Cowan, State Representative, Becky Emrich, Member-at-Large, and Pam Roberts, Secretary

Also Present: Cori Carlton, Program Manager, Midge Miller-Price, Donna Doerer

Board Reports

Barbara Baker announced that President, Charley Barron, would not be in attendance tonight due to a family emergency.

Minutes of the May 8, 2019 Board meeting were reviewed, including minor corrections. Motion was made by Becky, seconded by Steve, and passed, to approve minutes as corrected.

Treasurer's Report

Steve reported that he has taken steps to assume responsibility for the Treasurer's duties as of July 1, since Kerry will be leaving in July for Montana. He has changed the Washington Secretary of State website to delete Kerry and replace her name with his name and is working with Heritage Bank to gain access to the Foundation accounts. Edward Jones account access is also pending. Officers signed documents at this meeting, acknowledging his new responsibilities. Signed minutes of the April meeting, in which he was named the next Treasurer, were provided to Steve for submission to Heritage Bank.

Kerry will turn over the Foundation computer to Steve the first week of July. Kerry will be supporting Steve until she leaves July 22 and remotely thereafter if needed.

Kerry has turned over 2017 and 2018 records to Steve. Steve turned the 2017 records over to Pam for archiving.

Kerry will provide an updated list of logon ID's and passwords, and they have agreed to keep them the same until after Bloomin' Bingo, except for financial (bank, square, Edward Jones, and Secretary of State). This will help troubleshooting if need remote access. After Bloomin' Bingo, logons will be changed to generic logon ID's and password changed (iPad access, computer access Apple ID, email will be changed).

Steve submitted a detailed report on the Plant Sale results. Gross Sales totaled \$35,241.77. That is a 44.2% increase over 2018 gross sales. He broke down the receipts by type of label (i.e., blue, green, orange, etc.). This information could be helpful to the Plant Sale Committee as they consider types of plants that they will sell next year.

Steve stated that the cash register reconciliation had been very difficult, with many errors. The Board agreed with Steve that a Square station should replace the cash register in the future. The Square report had been easily downloaded and interpreted.

Steve's contact information: Steve572@msn.com

Phone: 360-339-3610 Cell phone dedicated to MG (will answer this phone during the day).

Personal Phone: 360-915-3231 (will not answer this phone if number is not recognized)

Steve explained each page of his report and answered questions as they arose.

YTD Income: \$59,860.00

YTD Expenses: \$19,087.48

Current Assets: \$52,438.42

Long Term Investments through Edward Jones: \$77,321.36

Member At-Large – Becky reported that 6/20 meeting is set for Salvation Army Chapel. Speaker details have been confirmed.

September 25 meeting speaker is yet to be determined.

State Foundation Rep – George reported that there is a high degree of energy in the State Foundation. He has been in direct contact with the new President, although he did not attend the recent meeting in Wenatchee. George stated that the State Foundation Board needs more active participants and wondered if more members of the Thurston County Foundation could become active in the State Board activities.

Committee Reports (Committees that did not submit a report are not listed)

Plant Sale – Midge stated that she was present to wrap up the plant sale and answer any questions from the Board. She acknowledged the enthusiastic kudos from Board members. In response to questions about areas for improvement, she explained the ongoing parking issues. The Scouts who were supposed to help with traffic and parking did not show up. She added that the Plant Sale Committee will spend the necessary funds next year to hire people for traffic control.

Midge reminded Board members that she and Meagan will carry on as co-chairs through the 2020 Plant Sale, and step down thereafter. She has spoken to some Plant Sale Committee members about accepting the chairman role and has found no takers so far.

Meagan left the room at 6 p.m.

Publicity – Cori will pick up the Plant Sale banner from Lacey Parks and Recreation this week. Pam suggested that the Board form a communications team to include chairs of Publicity, Website, Facebook page, Activities, Membership and others that would be appropriate. Since it is critical that information be shared broadly with the public, the coordination of this communication is key. Cori commented that we need to document all website access information.

Follow-up: This idea will be discussed with Linda Talen, Publicity Chair, and further at the next meeting.

Handicrafts – The Committee will set up a table for sales at the July 13 Anniversary celebration. They will need a Square set-up for sales.

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Retail – The Board considered a written request from the Retail Committee Chair, JoAn Reitzwood, for an additional \$850 to purchase items for sale. (See attachment)
Motion was made by Pam, seconded by Becky, and approved, to allow the purchase of additional retail items as requested.

Follow-up: Barb will notify JoAn of this approval.

Bloomin' Bingo - Poster has been printed and has arrived. Julie Sandberg will hold planning meetings in July. Ticket sales will begin in August.

Activities – Garden tour for Joyce's garden is sold out. No further activities announced at this time.

Finance/Grants – Donna provided a handout regarding sponsor recruitment for the Anniversary Garden Tour. (See attachment). She also provided a list of special invitations for review. We especially need sponsors to provide water for guests. George suggested adding OBee Credit Union to the list of possible sponsors.

Follow-up: Donna will explain sponsorship search and appeal to members at the 6/20 membership meeting.

Donna left the meeting at 7 p.m.

Program Report

Cori provided the following report:

Attended the MG Coordinators training in Wenatchee. We worked on creating a new statewide vision and mission for the MG program. Other program updates were shared including one big change on how we will run background checks starting in 2020. A new background check fee will need to be part of our 2020 budget planning process.

2019 Master Gardener trainees have completed the classroom portion of their training. The last class and graduation were held on June 7th at the Lacey Community Center. Thank you to Barb and George for being excellent MGFTC board representation at the afternoon graduation ceremony. Trainees now have until June 28th to complete all their quizzes and final exam. Graduation photos have been posted on our Facebook page.

24 volunteers attended the first Children's Garden orientation on Tuesday. Weekly watering, weeding and some harvesting will continue until the first class. The program will be on Tuesdays from 10am to Noon from July 9th through August 20th. The themes for each class can be found on our website.

The next MG Cluster meeting is Thursday, June 13th from 10am to 1pm in Chehalis. If anyone wants to carpool with Cori from the Extension office let her know.

We are making progress on our Growing Through the Decades-Celebration Garden Tour event. Invitations for the opening ceremony were sent out the first week of June. Our next planning meeting will be on Tuesday, July 2nd at Noon at the Extension office. All are welcome to attend. Advertising and other event preparation are the priorities and will continue.

I need assistance getting the credit card statements online. I received my first bill via the mail but can't access the website to check balances.

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The Sensory Garden installation at Dirt Works is complete except for the interpretative signs. The group of MG interns worked extremely hard on this project and it looks amazing.

I will be leaving this Saturday to attend the International MG Conference outside of Philadelphia, PA. I will be presenting about our demonstration gardens as part of a larger workshop panel. I will be gone from June 16th through the morning on June 27th.

Outreach season continues. My priorities and continuing projects:

- Rehire process for program assistant.
- Demo garden anniversary planning.
- Summer and fall outreach calendar planning for 2019.
- Unpacking and organizing our new office spaces and storage unit.

Old Business

All

MGFTC Calendar

Next meeting 7/18 at 10:30

Will advertise in FF this week

MGFTC Newsletter

Cori suggested that this might be an Intern project.

Follow-up: Barb and Pam will work on development of a plan prior to the next Board meeting.

Upcoming elections – Barb asked Becky and George if they would run for re-election for 2020-2022 term. Both asked for time to consider. Becky question about running next time? Barb has talked to Donna Doerer and Bruce Baldwin regarding the position of Vice President. Donna willing to run for Vice President.

Meeting adjourned at 8:10 p.m.

Submitted,

Pamela E. Roberts
Secretary

Upcoming Meetings / Events

June 13: Cluster Meeting
June 20: Membership Meeting
July 10: Board Meeting
July 13: Demonstration Gardens Party
August 7: Board Meeting

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