



Master Gardener Foundation of Thurston County

BOARD MEETING MINUTES

September 3, 2014

The September 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 5:45 pm.

Board Members Present:

Julie Sandberg, President

Kaleen Cottingham, Vice President

Linda Talen, Treasurer

Sandy Atkinson, State Representative

Bev Postman, Secretary

Toni Ghazal, Past President

Devi Watson, Member At Large

Others Present:

Cori Carlton, Program Manager

The published agenda was covered as follows:

1. Minutes of August 13 Board Meeting were approved as amended.

MOTION: Ghazal/Cottingham

2. Treasurer's Report/Linda Talen

-Our account balance is \$89,814.12 as of Aug. 31st.

-Linda discovered that there is a duplicate foundation account at Tech Soup, where we get discounted computer programs. It was decided that she will close the account.

-Linda has assigned two codes for website expenses: Website Hosting/Naming and Website Maintenance and upkeep.

-Currently there is \$1320 in ticket proceeds for Bingo; August 31st was the cutoff date for mailing of tickets; all others will be sold at the door.

-Fred Meyer Community Rewards program will be featured as slider on website and promoted in Friday Flash and at Oct. Membership Meeting.

Treasurer's Report for August is approved.

MOTION: Watson/Cottingham

3. State Foundation Report/Sandy Atkinson

-Sandy has collected all donations for the State Master Gardener Conference and will spend Wednesday night in Tacoma in order to deliver donations first thing in the morning. Cori is a speaker at the conference on "The Care and Feeding of Volunteers."

4. Website Committee/Bev Postman, Kaleen Cottingham, Julie Sandberg, Roy Emory

-The committee met 8/28 and presented some questions for the Board to consider as they develop guidelines. It was decided that members of the Website Committee must be foundation members.

-Interns will get service hours for writing CE articles for the website.

-Julie is working on a first draft of website committee guidelines; these will include specific webmaster duties. The committee will meet quarterly.

-It was decided that the secretary will add monthly summations from Treasurer's Report of foundation's Fund Balance, YTD Expenses and YTD Income in the minutes, and these will be sent to Roy starting in January, 2015 for inclusion in the Members Only Section of the website. Linda will print out a summary report. This will have to be added to description of secretary duties. Roy will be asked to remove several old Treasurer's Reports which were loaded onto site last year. He is researching how to set up the Member's Only section. So far it is planned that it will contain monthly board notes submitted by the secretary and a list of committee heads.

5.Bingo/Toni Ghazal

-There will be a meeting on Sept. 5th at Columbian Hall of all Bingo volunteers so they can see the layout of the rooms and work thru their specific duties. Ticket sales are going as expected; Nancy and Penny have been in charge of publicity for the event. Columbian Hall staff will set up and tear down tables and clean up after the event set for Friday, September 12.

-The day of the event, volunteers will meet at noon to set up, then break until 5 pm to meet back at the Hall for final set up and prep. Food will not be provided for volunteers this year.

6.Program Report/Cori

-Lucas Patzek is leaving to take a job in California and WSU has appointed an interim director, Zena Edwards.

who will also be interim director of Extension Services for Mason County. She currently is head of Food Safety and Nutrition. Office hours for the public may be reduced; at the last cluster meeting, many counties said they only have office hours for several hours a day.

-Cluster Meeting was focused on getting more foundation board members to come to meetings; it has usually been only the coordinators. The meetings are quarterly on Tues. at 10 am. The next cluster meeting is Tues. December 2nd and is focused on foundation business. It was suggested that Cori put website issues on the agenda and several members of the board expressed interest in going.

-Cori has chosen our next Americorps person: She is Suzannah Klaniecki, who lives in Lacey currently and has a B.S. in Environmental Science from Linfield College.

-Cori had been doing lots of presentations for community groups.

-MRC training for 2015 is currently in a holding pattern; the deadline has been extended, but at this point, unless more people sign up, the class will be cancelled for next year.

-There is multi-county problem with the list serves delivering Friday Flash, and members in several counties and at several different email addresses are not getting FF consistently. Staff are working to try and figure out the problem or a work-around.

-It was decided that Cori will pay a contractor to demolish and remove the old Farmer's Market shed, having been unsuccessful in getting anyone to haul it away. The board unanimously agreed that this is the most expedient way to get the project moving, considering the severe time constraints given to us. Bev Postman will try to find an appropriate contractor, licensed and bonded to do this kind of work, then turn it over to Cori

7. Old Business/Julie

-Board member descriptions are ongoing and need to be submitted to Devi.

-The language in Policies and Procedures of the Treasurer's term will be revised. Devi will send all chapters to Roy as individual "pdf" packets to be put in Policies and Procedures on the website. Then corrected revisions can be sent to Roy in smaller sections as the board revises them.

-Strategic Planning Meeting: It was decided that the board will meet Oct. 8th at 4:30 for an abbreviated board meeting, then go into strategic planning with a facilitator. Oct. 2nd is an alternate date if a facilitator can't be lined up for the Oct. 8th date.

-Survey: Board members need to send in ideas for questions on the membership survey. A draft will go to the board, then Julie will meet with Roy and plan to post the survey.

8.New Business/Nominations for Awards

-Devi and Cori will discuss a FF blurb for nominations; the board will then choose who to nominate from those suggestions.

-Discussion on Emeritus status: Cori explained that the statewide guidelines for emeritus are changing. There is a disparity among counties in awarding emeritus and each county has different rules.

-Devi may have a speaker lined up for the Oct. meeting and wanted guidance from the board on an appropriate honorarium amount. It was decided that \$50 plus mileage was appropriate.

There being no further business, meeting adjourned at 8 pm.

Bev Postman, Secretary