



Final: April 16, 2016

## Master Gardener Foundation of Thurston County

Board Meeting Minutes, March 9, 2016

The meeting was held at the WSU Thurston County Extension and called to order by President Cindy Hoover at 5:30 p.m.

**Present:** Board members Cindy Hoover, President, Julie Sandberg, Past-President; Charley Barron, Vice-President elect; Kerry Norem, Treasurer-elect; Sandy Atkinson, State Foundation Representative; Candace Jacobs, Member-at-Large; Laura Westrup, Secretary; Cori Carlton, Program Coordinator.

### **Minutes:**

Motion to approve the February 10, 2016 meeting minutes. Candace moved and Kerry seconded to accept the February board meeting minutes. Motion carried.

### **Treasurer's Report:**

Several board members had questions regarding the treasurer's report. Approval of the treasurer's report is postponed until the questions can be addressed by the treasurer.

### **State Foundation Report:**

Sandy will attend the State Foundation meeting March 11, 2016 in Pt. Townsend. She reported that there is a half-day State Strategic Planning Retreat scheduled for April 2016 in Snohomish County. In addition Sandy reported that the deadline for submitting articles for the May edition of the Seeds for Thoughts Newsletter is April 1, 2016. Cindy will submit an announcement for the upcoming Plant Sale event.

### **Vice President Report:**

Charley updated efforts related to the Dirt Works Plant Sale Committee.

### **Member-At-Large Report:**

Candace reported that a speaker has been secured for the April 19, 2016 membership meeting. The topic will be on organic gardening. Foundation board members are requested to arrive at the membership meetings by 5:15 to assist with meeting set up and stay for clean up.

### **Past President Report:**

Julie provided an update regarding the web site committee. Julie also requested that we review each of our job descriptions that were sent out via email and suggest changes with anticipated finalization and adoption at the April 13, 2016 board meeting.

It was noted that the Chairs of the Handicrafts and Retail committees expressed their need for replacement in the next year. Publicity Chairperson Rita Gallerani needs more volunteers to assist with publicity efforts. A person is needed to take over the Retail Committee for Kerry as she moves into the Treasurer's position. Julie will prepare a notice for the Friday Flash. The Board discussed utilizing the member renewal forms to identify member renewal forms to identify member's with skills related to committee openings.

### **Committee Reports:**

Publicity – Cori displayed the finalized Save the Date Bookmarks and Plant Sale posters.

Membership – Diane reported through Cindy that there are 121 current members, 95 renews, 4 new and 22 are complimentary memberships. Of the 121 current members, 83 are Master Gardeners, 19 are Master Gardener Trainees, 4 are Master Recycler Composters and 15 are



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Associate members. Cori noted that members of the MRC program are sending in their recommitment forms. They are due March 18, 2016.

Website – Nothing new to report.

Plant Sale – Nothing new to report.

Handicrafts – Nothing new to report. Cindy reiterated that this committee needs assistance. The board is actively recruiting for a new chairperson.

Retail – Kerry and Cori discussed clothing items and suggested methods to promote the various articles for sale. Kerry also noted an inventory question about reordering stock items.

Bloomin' Bingo – Toni reported through Cindy that there is a meeting schedule for April 12, 2016. .

Nominations – Julie and Charley will report back to the board with nomination suggestions.

### **Program Report:**

Cori announced that there is a new WSU Extension Director. Steven Bramwell will start on April 11, 2016.

Cori handed out copies of the 2015 Year End Report and pointed out several notable milestones.

Cori briefly discussed the April 23, 2016 Spring Greening educational event. A draft flyer was shared with the board for their input.

Cori noted that there is a kick off planning event for the MRC program scheduled for March 10, 2016.

Cori reported that the April 9, 2016 Fred Meyer planting event volunteer slots are mostly filled.

### **Old Business:**

The item related to communication with foundation members, a carryover item from the January meeting will be further tabled until another upcoming board meeting.

### **New Business:**

A discussion occurred regarding a request from the Plant Sale Committee chair for a \$25 gift certificate. The board asked Charley for two related action items: First, contact the committee chair and authorize her to purchase the gift certificate from the Plant Sale Committee budget. Secondly, develop draft policy language allowing each of the major committee chairs that have a budget to spend up to \$100 annually for committee volunteer recognition purposes. Candace moved and Sandy seconded to authorize Charley to 1) contact the Plant Chair Committee Chair to purchase a gift certificate from their budget, and 2) prepare a draft policy for the board to consider at the April 13, 2016 meeting. Motion carried.



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A discussion occurred regarding fundraising through local businesses. A draft sponsorship policy was discussed and Julie and Charley will work together to prepare a draft policy for the April 13, 2016 meeting.

The meeting was adjourned at 7:25 p.m. Motion to approve by Candace, seconded by Charley.

**Identified items to be completed:**

1. Kerry has questions for Linda regarding fund raising.
2. Cindy will prepare a notice for the Plant Sale for the Seeds for Thoughts newsletter.
3. MGF Board members are to assist with the set up and take down of future Foundation membership meetings.
4. Laura will send the approved February 10, 2016 meeting minutes to Roy and Bev for posting on the web site.
5. Board members are to review the specific job duty statements and be prepared to discuss them at the April meeting.
6. Charley will follow up with the committee chair that requested a gift certificate. He will also draft language that would allow each of the major committee chairs that have a budget to spend up to a suggested \$100 for committee volunteer recognition.
7. Charley and Julie will draft policy language regarding fund raising through local business sponsorships.

**Next Meeting: April 13, 2016**

Respectfully submitted,

Laura Westrup  
Secretary