



## Master Gardener Foundation of Thurston County

### Board Meeting Minutes, May 11, 2016

The meeting was held at the WSU Thurston County Extension and called to order by President Cindy Hoover at 5:35 p.m.

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

#### **Minutes:**

Motion to approve the corrected April 13, 2016 meeting minutes. Julie moved and Sandy seconded to accept the board meeting minutes. Motion carried.

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

Motion to approve the Treasurer's April 2016 Income and Expenses report and the March 31, 2016 Balance Sheet. Charley moved and Sandy seconded. Motion carried.

After a discussion related to AmazonSmile and an Insurance policy update, a motion to authorize Kerry to review insurance carriers and to report at the August meeting was made by Laura, seconded by Julie.

#### **State Foundation Report:**

Sandy reported that she is the chair (hoping for a co-chair) of the committee to develop educational options for improving the State Conference structure. Sandy is not able to attend the June 24, 2016 State Board meeting in Skagit County and is looking for a volunteer to attend and represent Thurston County. Sandy shared with the board the recent State of Washington's proclamation about the Master Gardener volunteer program.

#### **Vice President Report:**

Charley updated the Board regarding conversations with committee chairs. Everything is going well. Everyone is gearing up for the Plant Sale on May 21, 2016. Volunteers are still needed for the afternoon shift.

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

Nothing new to report.

#### **Past President Report:**

Julie provided an update regarding board member job descriptions. Julie will finalize the job descriptions and have them ready for consideration at a future meeting.

#### **Committee Reports:**

Publicity – flyers for the Plant Sale are being distributed and their location noted in a database created by a MG volunteer.

Membership – Nothing new to report.

Website – gardening articles are sought for the web site.

Plant Sale – Midge is actively recruiting volunteers for the afternoon shift.

Handicrafts – Nothing new to report. They will have many items for sale at the upcoming Plant Sale.

Retail – Kerry noted a request for an item of clothing that came in on the web site. A discussion related to the Master Gardener logo occurred.

Bloomin' Bingo – Nothing new to report.

Nominations – Charley expressed an interest in the President-elect position. Board members are encouraged to recruit for the Vice President and Secretary positions.

### **Program Report:**

Cori met with the new WSU Extension Director, Steven Bramwell, to discuss the MG and MRC programs. Stephen and Cori also met with Thurston County Solid Waste staff to discuss the future of the MRC program now that Solid Waste director Terri Thomas has retired. During this transition it has been decided that we will not have a new MRC volunteer training this fall.

Our 1<sup>st</sup> Spring Greening Education Day on April 23<sup>rd</sup> was a success. Initial feedback was overall good, we still need to review the formal evaluations from participants and volunteers. \$935 (gross) was brought in from admission fees, donations, plant, handicraft and tool sales which will help offset event costs.

County Commissioners proclaimed April 10<sup>th</sup> – 16<sup>th</sup> as Volunteer Week to honor the great work volunteers do throughout the County. Cori, MG/MRC's Ralph Gross and Cindy Cartwright were asked to speak at the April Commission meeting about the programs and why they volunteer. This event brought great attention to the MG and MRC programs and volunteer service.

Cori noted that the Extension phones have not been consistently working. The WSU Thurston County Extension website was recently switched to a new WordPress template. Cori is now able to update our MG & MRC webpages on this site.

Cori shared that the Tumwater, Yelm and Tenino farmer's market outreach event dates have been set. The Children's garden program at Dirt Works is July 5th-August 23rd.

### **Old Business:**



Julie reviewed the draft job description policies with the board. A final draft will be provided at the June 8, 2016 meeting.

The meeting was adjourned at 7:20 p.m. Motion to approve by Charley, seconded by Kerry.

**Identified items to be completed:**

1. Kerry will compare insurance policy coverages. (July meeting)
2. Linda will contact the insurance provider to discuss the policy increase. (August meeting)
3. MGF Board members are to assist with the set up and take down at the June 21, 2016 Foundation membership meeting.
4. Laura will send the approved May 11, 2016 meeting minutes to Roy and Bev for posting.
5. Julie will compile the amended job duty statements for the June 8, 2016 meeting.
6. Charley and Julie will draft policy language regarding both fund raising and sponsorships.
7. Julie, Charley, Cori, Cindy and Kerry will research steps involved with establishing an endowment for discussion at the June 8, 2016 meeting.
8. All members need to assist with recruitment of board vacancies.

**Next Meetings:**

Meeting, June 8, 2016

Membership Meeting, June 21, 2016

Respectfully submitted,

Laura Westrup  
Secretary