



Master Gardener Foundation of Thurston County

Board Meeting Minutes, June 8, 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; Candace Jacobs, Member at Large, Laura Westrup, Secretary; Cori Carlton, Program Coordinator.

Minutes:

Motion to approve the corrected May 11, 2016 meeting minutes. Charley moved and Candace seconded to accept the board meeting minutes. Motion carried.

Treasurer's Report:

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

Linda provided spreadsheets related to the Plant Sale Income and Expenses for the periods of June 1, 2013 through May 31, 2014, June 2014 through May 2015 and June 1, 2015 through May 31, 2016. The Board authorized Linda to use her discretion to move funds between checking/savings accounts if the interest earned would make a difference.

State Foundation Report:

Sandy reported that the deadline is June 17, 2016 for electronic applications to be submitted for the MG of the Year Nomination Submission Award. The application form is a maximum of three pages. Volunteer hours for previous years is required. A discussion related to the process and standardized nomination format and previously submitted awards ensued. A discussion also occurred related to the Silver Trowel Award. Due to the award submittal date, the board discussed tabling the award nomination for this year. Cindy requested that this item be discussed at a future meeting to look at changing how the local nomination is considered for next year's State Foundation Award.

Sandy noted the revised deadline for submitting articles to the Seeds for Thought Newsletter is July 1, 2016.

Sandy is hoping for a co-chair to assist with the committee that will develop educational options for improving the State Conference structure. Sandy is looking for a volunteer to attend the June 24, 2016 State Board meeting in Mt. Vernon to represent Thurston County.

The statewide cluster meeting is June 9, 2016 in Chehalis.

Vice President Report:

Charley updated the Board regarding a conversation with Dirt Works committee chair Cindy Cartwright about the need for gravel in the demonstration garden. A work party will soon be announced. It was also noted that there will be a fall Plant Sale, the date has yet to be determined.

Member-At-Large Report:

Candace updated the board on the planning efforts for the June 21, 2016 membership meeting. The topic will be noxious weeds. A garden-related book exchange will occur. The next membership meeting is the Annual Meeting on December 6, 2016.

Past President Report:

Julie provided an update regarding the work she is doing with Charley to develop sponsorship and update the fundraising policy. These items will be coming to the board at a future meeting yet to be determined. There was a brief discussion regarding a proposed endowment program. This too will be coming to the board at an undetermined date. Julie reported that language was developed and placed on the web page noting that retail clothing items with the Master Gardener logo are available only for Master Gardeners. A discussion related to what tools and other items are selling and the remaining inventory ensued.

Committee Reports:

Publicity – a draft Bloomin' Bingo poster was sent around for suggested changes.

Membership – Nothing new to report.

Website - Nothing new to report.

Plant Sale – a fall Plant Sale will be held.

Handicrafts – Nothing new to report.

Retail – Nothing new to report.

Bloomin' Bingo – Volunteers are needed to assist with soliciting desserts. A poster will soon be finalized and a plan for its distribution will be developed.

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

Program Report:

1. On Friday, June 3rd 25 trainees finished the classroom portion of the 2016 WSU Master Gardener volunteer training class. They have until the end of June to complete all homework and the final exam. Graduation photos and a video were posted on our Facebook page.
2. Cori is gone June 16-17 for the statewide Master Gardener coordinators meeting in Ellensburg.
3. Sandy Atkinson and Cori will attend the Cluster meeting tomorrow. The agenda includes recent

plant sale fundraiser successes/lessons learned, the process of how each county does their yearly planning including goal setting procedures and board training/retreats.

4. Annual picnic is August 11th. Discussion on potential location spots were discussed but a final decision was not made.
5. The building where the WSU Extension office is currently located is being put up for sale. Cori requested to send her any potential site locations for the WSU Extension office to relocate to.

Old Business:

Nothing new to report.

The meeting was adjourned at 7:52 p.m. Motion to approve by Charley, seconded by Kerry.

Identified items to be completed:

1. Cori and Julie to work on a calendar listing Board/Program tasks for more proactive preparations. Julie will send a draft to Board members before the July 13, 2016 board meeting.
2. Cindy to send a letter to The Olympian thanking them for the Plant Sale announcements.
3. Charley to contact a suggested volunteer regarding taking the lead for the Retail committee.
4. Julie to contact Cathy Johnson regarding her assistance to develop a schematic drawing for the Olympia Farmer's Market clinic building.
5. Kerry will compare insurance policy coverages. (July meeting)
6. Linda will contact the insurance provider to discuss the policy increase. (August meeting)
7. MGF Board members are to assist with the set up and take down at the June 21, 2016 Foundation membership meeting.
8. Laura will send the approved May 11, 2016 meeting minutes to Roy and Bev for posting.
9. Julie will prepare and present the amended job duty statements. (July meeting)
10. Charley and Julie will draft policy language regarding both fund raising and sponsorships. (date tbd)
11. Julie, Charley, Cori, Cindy and Kerry will research steps involved with establishing an endowment. (July meeting)
12. All members need to assist with the recruitment of board vacancies (President-elect and Secretary)
13. Julie and Cindy will be working on the job description portion of the Policies & Procedures to present at the July 13 meeting.

Next Meetings:

Membership Meeting, June 21, 2016

Board meeting, July 13, 2106

Respectfully submitted,

Laura Westrup