



Master Gardener Foundation of Thurston County

Board Meeting Minutes, March 8, 2017

5:35 p.m. **Call to Order**

Present: Board Members Cindy Hoover, President, Charley Barron, President-elect; Kerry Norem, Treasurer, Pam Roberts, Secretary, and Sandy Atkinson, State Representative.
Also Present: Cori Carlton, Program Coordinator, and Meagan Thorn, Plant Sale Co-Chair.

Disclosure form needed from all Board members.

Board Reports

Minutes

February 8, 2017 board meeting were presented.
Cori requested amendments to her report, which were made.
Motion to approve as corrected by Sandy, seconded by Kerry, Minutes were approved as amended.

Treasurer's Report – Feb 28, 2017

Kerry presented monthly report.

YTD Income:	\$ 1,030.84
YTD Expenses:	\$ 2,588.96
Current Assets:	\$17,380.23

Members asked to see monthly break-down of income and expenses. Kerry responded that this detail doesn't print, but shows when the file is sent electronically. Cori asking that a printed copy of this detail be provided for for her bookkeeping. Kerry will provide this in the future.

Kerry confirmed that, as discussed in February, Liability Insurance payments are available at no extra cost. She needs to pay \$569 down, then payments thereafter. There is a requirement to make these payments through autopay.

Forensic account review will be done shortly. Taxes are in the works.

Kerry brought up the subject of money for Spring Greening. It would be helpful to attendees as well as to our vendor booths if we could arrange for a cashless payment system. She is considering it. Square use would be so helpful! Remote locations would be especially helped.

Next meeting, she will begin to show investment updates as a regular part of her report.

Motion to Approve by Pam. Second by Sandy. Motion carried

State Foundation Representative Report -

Sandy stated that a formal report is pending. Meanwhile she provided the following updates:

State foundation is disconnecting itself from WSU website.

Will have a separate website: MGFWS.org. This is currently being developed, and it is promised to be more user friendly. There will be a link on the WSU website. When questioned about a link on the TCMG website, Sandy said she will follow up.

Advanced Education conference. Registration should be open by end of this month. Fee will be \$199. Host committee will not use state list serve to distribute information about the conference due to feedback from counties that many members don't do email. Each county will be responsible for sending information out to their own constituents.

Raffle for State Foundation will now be run by State Foundation, instead of the host site foundation.

Memorandum of agreement for state conference. Any proceeds or short-falls will be shared between host county and state in the future.

MG of the year award – Form still pending. Awards committee will send out forms to each county in April. Nominations due June 1.

Fundraising for State Foundation discussion - \$5,000 is already invested in starter endowment fund. Needs to reach \$25,000. First aim: add \$20000 asap so can start getting payback. The State Foundation has a Goal of: \$2 million, which will be used to fund annual education conferences. Brainstorming re: funding. Representatives were asked to suggest that local foundations donate to State Foundation on a regular basis.

Tree stewardship training is being planned.

MG Training manual in process to be completed by end of year. Online to be completed by 2019.

Pesticide survey information will be sent to Program Coordinators in May.

MG week – 3rd week in May.

Program Coordinator meeting will be held June 2 in Wenatchee. State Foundation will meet the same day in Ellensburg.

Revised RFP for 2018 education conference. Deadline for responses is June 1, 2017. No counties have expressed interest as of this time.

VanBobbitt scholarship information has been obtained.

Member-At-Large

Cori reported that Candace has secured a speaker for April member meeting. The topic will be gardening with fungi, Speaker is Loni Jean Ronnebaum, Fungi Perfecti LLC

Members discussed whether Ms. Ronnenbaum should be allowed to sell starter kits at the meeting. They agreed that this has been OK. Historically, and therefore will be allowed. An extra table will need to be set up for this purpose.

Candace will be gone all of April.

Committee Reports (committees that do not appear below did not have a report)

Publicity - Cindy reported that Johnathan Gray is ill. Who can take over for him?

Bookmarks have been ordered –

Next year do them earlier. To distribute in February.

Members determined that, due to the late timing, we will not have a plant sale photo contest.

Cori will be go-between with WSU for printing.

Membership - Number of members so far was calculated based on dues received (82).

Website - We need a gateway (for donations on website)

Credit card, or Pay Pal, etc. There will be a charge.

- Example: OAR (Olympia area rowing) provided us with an example. Also, Kitsap County MG Foundation uses it.

Kerry will follow up with the OAR organization and report back next month

Plant Sale - Meagan Thorn was present to provide an update. They had a great turn-out today and are proceeding as planned. Conservation District sale left-overs have been received and potted. Schedule for sign-ups to participate in the plant sale is pending.

Retail – Ergonomic tools that were demonstrated at the Foundation members' meeting will be available for sale at Spring Greening

Bloomin' Bingo - Toni Ghazal will be meeting in February with plant solicitation folks.

Nancy Mills will propagate giveaways.

Donation solicitation letter is being revised to explain marketing their business during the bingo,

Food – will be purchased, not solicited. (Cheese cake and lemon bars were very popular last year).

Activities – Karla Salp is doing a great job putting together activities. She has talked to Paula Finch about garden tour.

Program Report

- Would like to request 1, \$50 plant sale gift certificate for the MG recommitment form winner.
- MG training-5 classes already complete, 8 left.
- Spring Greening-is March 25th and final preparations are happening. Over the next few weeks prepping parties will be listed in the Friday Flash. Marketing for the event has been targeted to online with a few fliers being distributed via volunteers.
- OFMG Clinic- Met with Market staff on March 8th to review operating procedures, expectations, and future program possibilities. We also discussed replacement of OFMG clinic. We still need to proceed with getting a MOU in place before a structure can be built. In the meantime we can move forward with meeting with a potential builder out of Rochester. Once we have the plans in place that meet our criteria and outside criteria previously given by Market/City staff (i.e. ADA accessible, non-permanent structure, doesn't exceed size needed for a building permit etc.) we can submit the plans with the proposed MOU to the Market staff which it will then be funneled through their board, the City of Olympia and Port staff.

Old Business

Survey

Cindy asked for ideas for survey questions.

Picnic, speakers and topics, annual meeting date.

Member suggested that we get feedback on speakers after 3 meetings. No conclusions were drawn. We will revisit in future.

Membership Form

Members reviewed the form again and agreed to add composting and upcycling as areas of interest to check. Cindy will send the new form to Diane Stanger to revise form as amended.

Travel Reimbursements

Members agreed that for clarity we should insert the same language in Hotel and Meals section as in mileage reimbursement. "Foundation members other than the state reps must receive prior approval from the Foundation Board. "Any request for reimbursement must follow Foundation reimbursement policy.

Motion by Pam, second by Charley, to insert sentence and add requests for reimbursement language. Motion carried.

New Business

Review of 2017 Goals

Cindy lead a discussion of the goals and where we are in accomplishing them. Members agreed that we need to have "official" greeters at Foundation member meetings. Charley volunteered to be a greeter and to solicit others to join him. He will keep it informal.

Charley also will work on forming a Financial Committee and will report next meeting including ideas for investment procedures and scholarship strategy.

Next meeting – Discuss a formal donation procedure

Publicity Chair's Request for Input/Direction

The Board needs to address Johnathan's questions contained in 10/18 memo – We will set aside meeting time at next couple of meetings to thoroughly consider these issues.

Plant sale promotion next. April 1 promotion needs to begin.

Cori has the directions

Cindy needs to inform Bev (website committee) of issue re: website listings - Disclaimer? "Other community gardening events, not sponsored by MG Foundation". Invite Bev for discussion at future meeting (first on agenda).

Task List Bev is working on it. Add committees as well.

Mary Smidt, who is a Pfizer employee, needs ok to accept donation from her employer

Charley – moved to accept the offer. Second Pam – carried.

Yoga class for gardeners – Laura Westrup is certified instructor – wants to charge \$10 for the class and donate to the Foundation. Suggest instead a foundation donation.,

Upcoming Meetings/Events:

March 25	Spring Greening
April 12	Board Meeting
April 18	Membership Meeting, 6:30 p.m. (no potluck)

Adjourned at 8:05 p.m.

Submitted,

Pamela E Roberts
Secretary