



Master Gardener Foundation of Thurston County

Board Meeting Minutes

November 28, 2018

3054 Carpenter Rd SE, Olympia WA 98503

Call to Order

5:30 p.m.

Present: Board Members, Charley Barron, President, Jerry Stayton, Vice President, Cindy Hoover, Past President, Kerry Norem, Treasurer, Barbara Baker, Member at Large, George Cowan, State Representative, Pam Roberts, Secretary.

Also Present: Cori Carlton, Master Gardener Program Manager, Allyson Ruppenthal, MG/MRC Program Assistant, Becky Emrich, MG, and Donna Doerer, MG

Board Reports

Minutes – November 7, 2018 Board meeting minutes

Motion was made, seconded and approved to accept the minutes as presented.

Treasurer report – November 2018 report was presented by Kerry.

YTD Income:	\$46,826.91
YTD Expenses:	\$33,312.94
Current Assets:	\$27,153.12

Committee Chairs will receive written notification of their budgets for 2019 following approval by the membership at the December 1 Annual meeting. Cori will meet with Garden Committees in January. Discussion included modification of reimbursement form. Concerns include late submissions of requests for reimbursement and expenditures by various members without prior authorization by the Committee chairs.

Follow-up: Finance Committee will come up with proposal for new form at their January meeting.

Kerry stated that Costco has a \$40 coupon for an ipad, which is a good buy at \$319 less \$40 coupon.

Barb made a motion to approve the purchase of another ipad as requested above. Pam seconded, and the motion was approved.

Follow-up: Kerry will follow up and purchase a new ipad.

Kerry asked about how we might provide itemized receipts for the plant sale when using the Square system.

Follow-up: The question of itemized receipts was referred to the Finance Committee

Kerry noted that our Edward Jones representative wants to talk to Finance Committee about the account in early 2019.

Motion was made by Cindy, seconded by Jerry, and approved to accept the Treasurer's Report.

Past President-

Cindy reported that she has a list of names of possible candidates for treasurer. We all need to work on that.

Vice President –

Jerry reported that there will be a Finance Committee meeting next month. Jerry will present the 2019 proposed budget at the Annual Meeting on Saturday.

Member-At-Large –

Barb reported details of the upcoming Annual meeting on Saturday. It is a potluck. Becky Emrich has volunteered to take Barb's place for the duration of her term, since she is standing for election for the president-elect position.

State Foundation Representative -

George reported that the State Foundation is seeking donations to the new State Endowment fund. Goal is \$2 million to underwrite the annual State meeting.

Follow-up: George will bring donation form with information to the next Board meeting.

President –

Charley passed on a request from Suzanne Stall, who is seeking a MG speaker for her garden club. Charley will suggest that she contact Cori with details. Cori commented that one of her goals is to develop a speakers' bureau menu to handle such requests.

Committee Reports (Committees that did not report are not listed below)

Membership - Diane Stanger has sent out notices of the Annual Meeting.

Website – Lynette Anderson /Roy Emory - Online membership is available and being used.

Plant Sale - Midge Price/Meagan Thorn They have secured assurances that they will have tomatoes for the plant sale next year, and the nursery garden is put to bed.

Bloomin' Bingo -Julie Sandberg reports that we do have the room for September 12, 2019. date and has confirmed Marianne Binetti

Program Report

Cori provided the following:

I received over 40 emails with positive feedback regarding the annual appreciation awards luncheon. Allyson and I made notes for next year.

Recruitment for MG 2019 training continues. Pre-orientation sessions have been taking place and will continue almost weekly until Dec.12th. The deadline to apply is December 14th. 25 applications received to date.

Still working on confirming the Health Department room for 2019 Foundation meetings.

I will be away for the holidays from December 27th through January 6th and would like to make a request to have bills or anything else needing my signature to be submitted before then.

My priorities and continuing projects:

- o Calendar, goal setting and planning for 2019
- o Demo garden anniversary planning.
- o 2019 MG training planning.
- o Year-end reports/data collection
- o Unpacking and organizing our new office spaces and storage unit. New cabinets will be installed in the conference room so continuing to get my stuff organized in the conference room is a priority.

Allyson reported that she has undergone a demo of the Volunteer Management system, and is excited to be moving forward with this project. This tool will help increase communication and responsiveness. It will be a huge win/win. The State MG Program is watching us as a test site. Consideration being given to state-wide program.

Old Business

Board and Committee Tasks are up to date

Grant Awards

Donna presented letter from Northwest Horticultural Society with \$2,500 grant.

Childrens' Garden shed and raised gardens could be another project for which grants might be requested. Donna commented that grants should be revenue neutral. She added that in kind contributions should be recorded, which is good support for grant requests. She stated that this increases credibility when making grant requests.

New Business

Annual Meeting (Agenda and Reports)

2019 Budget Members noted that the printed budget was off by \$630.

Motion was made by Barb and seconded by Pam to Add \$630 to "Available funds from reserve account" to balance the budget. Motion carried.

Members thanked Donna for her good work. Donna left the room at 6:43

Follow-up: Cori will publish a Friday Flash article about the award.

Finalize 2019 Calendar and Bookmarks

Cori walked the members through the draft calendar and bookmark in preparation for the Annual Meeting. Reviewed meeting dates for 2019

Motion to approve 2019 dates was made by Jerry, seconded by Cindy, and approved.

Leadership will emphasize the On-line Membership Application at the Annual meeting, urging members to use this application process.

2019 Goals were reviewed and finalized for presentation at the Annual meeting. December. 1

Motion to approve the 2019 Goals was made by Barb, seconded by Pam, and approved.

Members discussed proposed budget presentation and agenda for the Annual Meeting and agreed on minor revisions.

Board members were asked to arrive at 10:30 a.m.

Meeting adjourned at 7:35 p.m.

Submitted,

Pamela E. Roberts
Secretary

Upcoming Meetings/Events

December 1: Annual Meeting/Holiday Party: 12-2 p.m. Potluck @ Thurston County DOH

January 9: Board Meeting

February 13: Board Meeting

February 14: Cluster Meeting (Chehalis)