



Master Gardener Foundation of Thurston County

Board Meeting Minutes

May 8, 2019

3054 Carpenter Rd SE, Olympia WA 98503

5:30 p.m. Call to Order by Chair Pro-tem, Barb Baker

Present: Board Members, Jerry Stayton, Vice President, Kerry Norem, Barb Baker, President-elect, Treasurer, Steve Wilson, Treasurer-elect, George Cowan, State Representative, Becky Emrich, Member-at-Large, and Pam Roberts, Secretary

Also Present: Cori Carlton, Program Manager, and Donna Doerer, MG

Board Reports

Minutes – April 10, 2019 Board meeting

Motion was made by Jerry, seconded by Becky, to approve minutes as presented. Motion carried.

Treasurer's Report – April 2019 was presented by Kerry.

YTD Income:	\$ 4,434.18
YTD Expenses:	\$11,769.19
Current Assets:	\$24,437.93

Investment through Edward Jones – \$77,321.36

Kerry reported that in May, she moved \$5000 out of money market to Heritage Bank. Although she had to make this transfer by check, in the future she can do an online transfer

Motion was made by Jerry, seconded by Pam and passed, to accept the treasurer's report.

Plant Sale planning:

One cash register will be needed. Square will accommodate debit and credit cards. Would it be possible to have somebody add up the various tickets before they are presented to cashiers? That will be considered.

Kerry asked if we want to know how many of which ticket items we sell? Members agreed that would be useful information for the Plant Sale Committee. They will work through the logistics to see if that would be a feasible process.

Steve will do analytics afterward.

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Grant Updates – Donna Doerer, MG

Donna updated the group on her work to develop sponsors for the anniversary events at the demonstration gardens.

A Sponsorship Committee composed of Donna, Barb Baker, and Mary Childers has met 3 times to work on this project. Donna passed out copies of the sponsorship tracking report they have developed. (See attached) They have completed letters and application forms for this purpose. They have submitted letters of request to four organizations so far, to Haggen, Heritage Bank, Fred Meyer/Kroger Corporate, and to Fred Meyer, Lacey.

Members suggested that the committee add Edward Jones, and the Food Co-op. IT Transit – trade transportation for sponsorship of plant sale

Draft of the Master Gardener Program brochure was distributed for review. This brochure must be included with the letters of sponsorship solicitation.

Grants: Donna stated that a progress report to Community Foundation is due in June – Donna will work with Cori to complete. The report essentially is an answer to: Did we do what we said we would do? The grant was provided to purchase signage for Closed Loop Park.

NW Horticulture – wants to be advised of events. They also offered an opportunity to provide an article in their newsletter about the anniversary event.

Board members thanked Donna for her efforts. She left the room at 6:05

President Elect

Barb distributed Note card mockup for approval of the Board. These will be used for thank-you notes and miscellaneous other occasions. They will be the size of ¼ sheet of 8 1/2 x 11 paper. Board members approved the concept and asked Barb to proceed with the development and printing.

Barb also distributed samples of name tags for Board positions. These badges will state position, not names. That way they can be passed on to next person.

\$6 each if a pin. \$7 if magnets – Total of about \$100 Members stated that they preferred pins.

Motion was made by Pam, seconded by Becky, to approve development of officer pins. Motion was carried.

Vice President

Jerry reported that he had checked with JoAn Reitzwood regarding tool pricing. He learned that we are buying in such small quantities that we aren't getting the best discount. We still have limited market. JoAn does comparison shopping so prices can be competitive. She also has a support committee helping her. She is doing a good job now and getting as much of a markup as we can under present circumstances.

Members discussed the objective of doing retail marketing. JoAn told Jerry that her main objective is to take care of needs of MG's and MCR's. Cori stated that the original goal was to diversify Foundation income. Clothing also provides a means of branding ourselves.

President, Charley Barron, entered the room at 6:20 and assumed the chair.

Member-At-Large

Becky reported that she has found a speaker available for the June 20 meeting to speak on "Edible Landscaping". Her name is Lisa Taylor. She is author of a book on the topic. Her speaking fee is \$250. Members enthusiastically agreed on this speaker arrangement.

The June 20 meeting will be held in the chapel at the Salvation Army on State Street. This will provide more room than we currently have at the Health Department. Charley will have key and code. Board members should be there by 5:30

Cori will cancel Health Department for June 20.

Members discussed how we can do more promotion of the member meetings.

Publicity Committee will be asked to promote.

Website should have notice of meetings.

Facebook: Karla Salp .

Follow-up: Create a blurb for promotion and pass on to Linda Talen, Karla Salp and Lynette Anderson

State Foundation Rep.

George reported that he has spoken at length with State Foundation President Don Engstrom. One challenge is that every county is not represented with reps to the State Foundation.

Jennifer Marquis, the new MG Program Lead for the State, lives in Wenatchee. She was hired in May to fill a long-vacant position. She was MG Coordinator for Chelan Douglas County prior to this position. The State Foundation seems to be going in right direction.

The next state meeting will be in Port Townsend in 2020. This should be announced at June 20 membership meeting, so our members can plan ahead.

An introductory state newsletter is now available at MGFWS.org.

Cluster meeting next month will be held on June 13

President –

Charley thanked members for electronically authorizing fence repairs. (done online previously) There are 2 major breaks and 10 minor breaks which will take 6-7 hours of labor to repair. Next Tuesday Southgate Fence will come to do the work. They hope to get it done that day so it will be done before the Plant Sale. They will fix any holes they find.

Committee Reports (Committees that did not submit reports are not listed below)

Publicity

Charley reported for Linda Talen. A sign advertising the Plant Sale has been posted above road on State Street. Banner has been put up on the corner of Cooper Point Road and Capital

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Mall Drive. News article has been posted in Senior News. Question was raised about a banner on the overpass on Martin Way between Sleater Kinney and Lilly Road. It was not clear whether that had been done. Press releases are out.

Follow-up: Charley will Track down banners before Linda leaves on vacation.

Plant sale

Midge Price/Meagan Thorn have reported that they are now almost fully staffed for the Plant Sale. Heavy watering will be necessary next week.

Bagged fish compost will be for sale \$15 night before the Plant Sale.

Two police explorers will help with parking.

Nancy Trumbal wants to get documents for non-profit
Sensory garden nearly complete – Thank everyone. Go enjoy!

Cindy Hoover – told her we don't have time to do scholarship this year. Timing is not right now.
Handicrafts –Joanie Zelasko

Bloomin' Bingo

Julie Sandberg – will do a final review on the Blooming Bingo flier.

Program Report

Cori presented the following report

New statewide MG Program Lead has been hired, Jennifer Marquis from Chelan/Douglas County.

Received and activated MGFTC credit card for foundation and program related purchases.
2019 Master Gardener trainees have completed 8 out of 11 classes. The last class and graduation will be on June 7th at the Lacey Community Center. Would like to have MGFTC board representation for the afternoon graduation ceremony.

Demo Garden Anniversary Calendar/Fundraiser first planning meeting was held, and some parameters were finalized.

Calendar title: *Growing Through the Decades*-Garden Tour Calendar

Back page of calendar will have a before/after photo of each garden

Each demo garden will have 4 photos representing them in the calendar.

Photo caption will list where the photo was taken and who took it.

Some months will have gardening tips for that time of year.

Digital photos with high enough pixel count will be accepted. Landscape (horizontal format) photos preferred.

Hopefully will have a mockup ready for Bingo or at least pre-order.

Timeline- end of Sept. submit all details including bingo date, Oct. production, Nov. and Dec. sell.

A couple different companies to choose from with varying services.

By July we will need to determine how many to order.

The next planning meeting will be Thursday, July 18th at 10:30am @ Extension office

Sensory garden installation at Dirt Works has made huge strides this past weekend.

Dirt Works was broken into on Saturday night. Entered though an already existing patched area of the fence that was previously used to break in. Left behind a Master lock key that didn't open the lock and a scarf. Doesn't look like anything was taken. Police report has been filed.

Our next our demo garden anniversary celebrations planning meeting will be on Thursday, May 30th at 10:30am at the Extension office. All are welcome to attend. We need at least one representative from each demo garden to be there as well.

The next MG Cluster meeting is Thursday, June 13th from 10am to 1pm in Chehalis. If anyone wants to carpool with Cori from the Extension office let her know.

Outreach season continues.

My priorities and continuing projects:

2019 MG training.

Plant Sale prep including shuttle driver logistics, signage, scheduling MRC coverage during the sale and cleaning up the composting area.

Working through the process for rehiring the program assistant.

Demo garden anniversary planning.

Summer and fall outreach calendar planning for 2019

June 7 MG graduation – Barb and George will attend on behalf of the Foundation Board

King County MG Foundation website contains plant sale parking tips. This might be used for our plant sale

Old Business

Rewards Programs

Thriftway has a reward its own program that provides revenue for non-profits. The Foundation needs to link up. Barb brought the information and shared it with the group.

Follow-up: Kerry will fill out the Thriftway application online. Then we need to promote it to our members.

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Meeting Location: June 20 Membership Meeting will be held at the Salvation Army. We should request feedback from membership in attendance to see if we continue using it.

Result of MGFTC Newsletter Name Election – **Roots 'n Shoots**

Members discussed whether this should be used or if another name should be adopted. The question involved inclusion of composters and recyclers. Steve suggested that we add a special section for Composters/recyclers

Barbara made a motion that since the membership voted on the name, "Roots 'n Shoots" it should be adopted. Jerry seconded the motion. Motion carried.

Follow-up: Pam will locate Gina Armer, since Cori is not familiar with that individual.

Meeting was adjourned at 8:05 p.m.

Submitted,

Pamela E. Roberts
Secretary

Upcoming Meetings/Events

May 18: Plant Sale
June 12: Board Meeting
June 13: Cluster Meeting
June 20: Membership Meeting
July 10: Board Meeting
July 13: Demonstration Gardens Parties
August 7: Board Meeting