



Master Gardener Foundation of Thurston County

Board Meeting Minutes

August 7, 2019

3054 Carpenter Rd SE, Olympia WA 98503

5:45 p.m. **Call to Order** by President-elect, Barbara Baker.

Present: Board Members, Barbara Baker, President-elect, Steve Wilson, Treasurer, Becky Emrich, Member-at-Large, and Pam Roberts, Secretary

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

Board Reports

Minutes of July 10, 2019 Board meeting were reviewed. The following corrections were made:

Page 2: Delete last sentence in paragraph 4.

Page 3: Costco – 2 gift certificates for \$25.
 Haggen – 1 gift certificate for \$50

Page 4: “We have committed to \$5000 for signs through Department of Corrections as a sub-contractor through WSU.”

Motion to approve minutes as corrected was made by Becky, seconded by Steve, and carried.

Treasurer’s Report

Steve informed the group that he is still awaiting approval of his take-over of finances from Kerry. The signature of the Vice President is necessary, and Jerry has not been available to provide that. The Edward Jones account is in the same situation. Therefore, he cannot provide a report this month.

Steve also stated that, as the Treasurer, it is a conflict of interest for him to take in money at Foundation functions. Therefore, he will no longer provide that service, but only be available as a resource for those who to.

Steve asked that the Board support his requirement that individuals provide the standard approved form for deposits.

Follow-up: Members asked Steve to speak briefly to this requirement at the next membership meeting. Steve will also provide the form to the Web Committee so that it can be uploaded to the Foundation website for ease of access.

Pictures of items on the Square – Steve explained that the Square can be programmed to display photos of items for sale. This will make sales simpler for members. Board members were enthusiastically in agreement with this suggestion.

Follow-up: Steve will invite Committee chairs to bring items we can photograph to the September membership meeting. Steve will bring camera for this purpose.

Discussion about putting items on our web page to sell was deferred until the Board's October planning retreat.

Member-at-Large

Becky reported that the upcoming meeting dates are wrong on the Foundation website. Cori stated that everything that is posted on the front page of the website is Lynette Anderson's responsibility. Everything else is posted by the Webmaster, Roy Emory.

Follow-up: Becky will notify Lynette of the date corrections that need to be made.

Foundation Picnic (8/15) preparation: RSVP's for the picnic are to be sent to Becky. The deadline for RSVP is 8/13. Pam, Becky, Barb and Donna will bring coolers.

September Foundation membership meeting will be held on Tuesday, September 24 at the Salvation Army. CJ Nielsen, Whidbey Island MG and program chair for the 2020 State MG Conference, will be our speaker. Her topic will be the upcoming meeting, and possibly some discussion on 0 waste, one of her favorite subjects.

Possible future speaker: Nicole Warren, Thurston County Conservation District, to speak on soil testing. Since there is no funding through the Conservation District for her to come, the Foundation may need to underwrite her costs.

The Annual Awards meeting will be held 11/13 at Heritage Hall.

The Christmas party will be held on 12/7 at a place yet to be determined.

Follow-up: Becky will continue to explore locations for the Christmas Party. The Salvation Army is not available. Suggestion was made that she checks with Black Lake Grange.

Committee Reports (Only committees that turned in reports are listed here).

Bloomin' Bingo Report for 8/7/19 from Julie Sandberg:

Donations: The donation committee is generating strong commitments for our 8th Annual Bloomin' Bingo fundraiser on September 12. Mary Smidt is leading the charge in making contacts and receiving both donations and commitments for items. Once again Toni Ghazal is babysitting plants for the tabletop donations and Nancy Mills is nurturing a herd of plants for the giveaways at the end of the evening.

Publicity: Linda Talen is working on Publicity starting with postings to Senior News. Marianne Binnetti has a "blurb" about our Bloomin' Bingo on her webpage! We will post the ticket registration form on the website next week, so I'll ask that we get the Bloomin' Bingo story on the front of the MGFTC website as a lead. Steve needs to be ready to start routinely collecting payments from the Extension mailbox and confirm receipt of funds to each sender. We'll need to touch base to make sure he's got that process ready to go.

I have a request in to Cori for our next Bingo planning meeting on either August 13 or August 19 at the Extension Office. Let me know if the Board has any questions.

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#### **Tools & Retail – JoAnn Reitzwood**

**Tool sales** totaled \$210 at the July 13th Dirt Works Anniversary. Attendance was sparse beyond Master Gardeners, but there were definite parking challenges with the usual baseball activities. The tool care demo was popular and sales for tool sharpeners (new item) went well. I now have ergonomic handles back in stock.

**Clothing** — I still want to try incorporating pre-orders for vests that I will most likely order next year. I do plan to submit clothing pictures for the web site and am trying to find someone with a dressmaker form to use for picture taking.

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Plant Committee – Midge Price

Plant Sale doesn't have a lot to report. We're looking ahead to our fall sale and hope we'll have some good stuff for that day.

Follow-up: It is important to place a notice in the Friday Flash about Midge and Meagan's plans to step down from duties of co-chairs of the Plant Sale. Barb will ask Midge to write a notice.

Handicrafts – Joanie Zelasko reported that they sold \$346 worth of items at the Anniversary celebration.

Program Report: Cori submitted the following:

- Growing Through the Decades-Celebration Garden Tour anniversary event was a success! After reviewing the guest books at each garden many of the entries were from first time visitors, including Commissioner Menser. The hard work of our demo garden committees, MG & MRC volunteers showed as the gardens looked amazing and the activities were very fun and educational.
- The Fair was also a success. Final numbers will be shared in an upcoming Friday Flash. Super excited to announce that 2 of our gardens (The Pollinator and the Echo Eco Garden) at the Fairgrounds won awards in the Thurston County Fairgrounds Adopt-A-Garden-Program.
- 2019 MRC training applications became available on August 1st. To date, we have 6 applicants so far with plans for more recruiting over the next few weeks. The deadline to apply for the training is September 13th. Training begins on September 19th.
- The Dirt Works Children's Garden program has 2 classes remaining. This year is a perfect year for growing squash. Over the last few weeks we've harvested over two hundred and fifty pounds. The program runs Tuesdays from 10am to Noon through August 20th. The themes for each class can be found on the website.
- Over the next two weeks three interviews are scheduled for the Education and Outreach Specialist program assistant position.
- Calendar Fundraiser update-photos are now being submitted for consideration. At the next meeting on August 20th, volunteers will review all submissions and select which photos will be represented in the calendar.
- MG & MRC Outreach season continues.
- My priorities and continuing projects:
 - MRC training recruitment
 - Rehire process for Education & Outreach Specialist program assistant.
 - Outreach calendar planning for fall 2019 & 2020
 - Unpacking and organizing our new office spaces and storage unit.

Old Business

All

Sponsorship Updates – Donna Doerer presented a detailed report (see attachment)

Donna suggested that the Foundation become a member of NW Horticulture Society. They might be open to supporting the Master Your Garden education day in Spring, 2020.

Follow-up: Donna also asked that a discussion about an annual funding plan and calendar be included as a piece of business at the Board's October planning meeting.

CLP electrical work: The status of the planned electrical work is "not yet completed". The electrical work includes interior and exterior wiring on the greenhouse. Capital Electric needs to check in with the work staff at the County Landfill.

Follow-up: Cori will coordinate the electrical work with Josh at Capital Electric and the County. Ralph Gross and/or David Bell need to attend as well. Barb will let Josh at Capital Electric know to anticipate a contact from Cori to set up a meeting time.

Members thanked Donna and she left the room at 6:30 p.m.

MGFTC Newsletter

Barb and Pam will meet with Jim Thomas on Tuesday, August 13, to discuss next steps for the initiation of a MGFTC Newsletter.

Members discussed goals for the newsletter. Cori stated that the newsletter should be strictly for the Foundation, not the Program. Examples of content items include:

- Recruitment for functions,
- Plant sale
- Goal is to grow the Foundation membership
- Calendar

Follow-up: Barb and Pam will report back on their meeting next month.

New Business

Communications Team Guidelines

Draft of Communications Team Guidelines was reviewed\ and briefly discussed.

Follow-up: Board members are asked to review the draft guidelines prior to the next Board meeting and be prepared to discuss and act on the proposal at the September Board meeting.

Join Northwest Horticultural Society

Motion was made by Pam, seconded by Becky, and approved, that the Foundation join the NW Horticultural Society.

Submitted,

Pamela E. Roberts
Secretary

Upcoming Meetings / Events

- August 15 MGFTC Picnic
- September 18 Board Meeting
- September 24 Membership Meeting
- September 28 Fall Plant Sale