



Master Gardener Foundation of Thurston County

Board Meeting Minutes

September 18, 2019

3054 Carpenter Rd SE, Olympia WA 98503

5:30 p.m. **Call to Order** by President, Charley Barron

Present: Board Members, Charley Barron, President, Barbara Baker, President-elect, Becky Emrich, Member-at-Large, George Cowan, State Representative, and Pam Roberts, Secretary

Also, Present: Cori Carlton, Program Manager, Donna Doerer MG, Jim Thomas, MG, Julie Sandberg, MG, and Jenni Post, Education and Outreach Specialist

Cori introduced Jenny as her new part-time assistant. Jenny works for Steve Bramwell, Director of Thurston County Extension, part time as well. Jenny started her new position this week. Members welcomed Jenny, who provided some background information on her experience and personal situation.

Board Reports

Minutes of the August 7, 2019 Board meeting were presented by Pam, who requested help with two names referenced in the minutes. Following clarification of those names, Motion was made by Barb, seconded by George, and approved with the additions.

Treasurer's Report – August 2019

Board members had copies of the August report. Since Steve was absent from the meeting, Becky moved that the Board DEFER action until the October meeting, at which they will request presentation of the July and August reports. Motion was seconded by Barb and passed.

Cori presented the Plant sale certificate, which Charley will take to Midge. Steve now has online access to Board accounts, except the Edward Jones account.

Barb stated that she has access and was able to review all accounts today online. She added that representatives of the Board should meet with Edward Jones representative soon.

Follow-up: Charley will follow up on access issues for the Edward Jones account, and arrange for a meeting with Board representatives.

Foundation Newsletter

Jim Thomas was present for this discussion. He has agreed to assume responsibility as editor of the Foundation Newsletter, "**Roots 'n Shoots**".

Cori provided a brief history of past Foundation newsletters and suggested that the old ones might still be on the Foundation website.

Jim discussed the written proposal with Board members (see attached). He stated that a quarterly newsletter should provide information that is pertinent for the next several months. Suggestion was made that we include electronic links to other documents, like FF does.

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Cori suggested a review of other MG Foundation newsletters, available on their websites.

The Board will be responsible to provide information to Jim for the newsletter. 2020 target publication schedule:

January, April, July, October

George suggested that we highlight Board Members in issues of newsletter.

Motion was made by Barb, seconded by Becky, and approved, to launch the proposed Foundation Newsletter, "Roots 'n Shoots", as outlined on the proposal document.

Follow-up: Pam will ask Roy, webmaster, to set up a blind email for Jim Thomas as newsletter editor.

Communications Committee

Proposal that had been presented in August was discussed. Charley asked that the responsible Board member be changed from Vice-president to "designated Board member".

Liaison with fundraising team would be changed to the Past President. (*this will require a job description change.*)

Motion was made by Barb, and seconded by Becky, to approve the Communications Team proposal with the amendment stated above. Motion carried.

Charley stated that he will step up and get this organized.

Members thanked Jim Thomas for his willingness to be newsletter editor, and for attending. Jim left the room at 6:05 p.m.

Bloomin' Bingo

Julie Sandberg attended the meeting to provide an after-action report on last week's event: Julie will hold a debrief for volunteers in next few weeks.

Due to Gambling Commission rules, a not-for-profit is only allowed to earn \$5000 gross from ticket sales. This year the total income was \$4832.

Break-down of income items as follow:

\$ 133 dabber (bingo marker) sales
\$3525 ticket sales
\$1080 in special Bingo ticket sales

36 volunteers
6 MG's were donors
19 businesses donated

Marianne Binnetti is paid \$350 for her services

Julie asked about the location of special navy-blue aprons for floor runners. They seem to be misplaced. Cori responded that they are among the items that have been moved from the old office, and she doesn't know their whereabouts.

Follow-up items for Bloomin- Bingo:

1. George and Charley will put left-over bingo items in Storage unit.

2. Julie will draft guidelines for Bingo. Included in the guidelines will be what kinds of donations are appropriate. Should free admission tickets be provided for donors? Gambling Commission guidelines will be key to these issues.
3. Julie will Share list of Bingo donors with Donna Doerer to avoid overlap in requests for donations.
4. Julie will ask Lynette Anderson to post a list of Bingo sponsors on the Foundation webpage.
5. Julie will chair for 2020 and will begin work to set up next year by contacting the City of Lacey and Marianne.
She will try to get that date solidified by the Board's October 16 calendar planning meeting for 2020.

Board members thanked Julie for her work, and she left at 6:30 p.m.

Member-At-Large

Becky reported on the upcoming Membership meeting on September 24 at the Salvation Army Headquarters. C.J. Nielsen is not available, and Don Engstrom, State Foundation Chair, will speak about the upcoming State meeting. The schedule:

- 5:30 Board arrives to get things going
- 6 – 6:30 – Social time
- 6:30 meeting starts
- 7:00 speaker

November 13 – Annual Awards Celebration at Heritage Hall
Nov. 13 Awards dinner starts at 6:00 p.m.

December 7 - Annual Meeting at Columbian Hall
Reservation is 10:30 a.m. for prep to 2:30 p.m.
Meal will be served at 11:30 a.m.
Noon – Meeting Starts

- (\$300 deposit + \$250 rental)
- Floors clean/Furniture put up/ no garbage (Cori will take care of taking trash out)
- Bring your own tableware and take it home
- White elephant gifts

Follow-up: Charley will talk to Salvation Army officials about 2020 dates for MG meetings.

State Foundation Representative

George reported that he had attended a recent State Foundation meeting remotely via Zoom. The State Foundation is trying to update everything (mission/vision/values statements) The State Foundation is also still working on building a \$2,000,000 fund that would be held by the Foundation, not by WSU. They are inquiring of philanthropical organizations for help. Volunteer retention visitations are underway.

The Washington State MG Conference in 2020 will offer 9.5 hours of CE during the conference.

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Registration opens in January
36 classes in 6-time brackets

Although there are 39 counties in Washington State, there are only 24 state foundation chapters.

State website is under revision.

Next meeting of the State Foundation will be held November 6 at Fort Worden

Next cluster meeting will be held October 10 in Chehalis.

President

Charley reminded members that the Fall Plant Sale will be held September 28 at Dirt Works from 9 a.m. to 3 p.m.

Committee Reports (Committees that did not submit a report are not listed)

Plant Sale - Midge Price/Meagan Thorn

They are struggling to keep bunnies from eating plants

Fall Sale on 9/28, 10 – 3 p.m.

Still 0 interest in chairpersonship. Board members discussed how this need might be presented so potential candidates understand that they don't have to be plant experts. We need to emphasize the skills/expectations we are looking for.

Finance/Grants

Donna Doerer provided a handout that updates the Board on grants and sponsorship development. (See attached Blue handout). She provided verbal review of the report, including the amount of \$3990, which is being requested from the Nisqually Indian Tribe for CLP storage shed replacement.

Information about our organization's Secretary of State's Charities registration:

Donna Doerer provided a handout that updates the Board on grants and sponsorship development. She provided verbal review of the report, including the amount of \$3990 which is being requested from the Nisqually Indian Tribe for CLP storage shed replacement.

She reported that the Foundation is now a member of Northwest Horticultural Society.

She thanked George for writing an article about our demonstration gardens for their publication

Program Report

Cori welcomed Jenni Post, who is now ½ time as her assistant. Jenni is from Green Bay, Wisconsin.

Cori reported that her major current focus is MRC Training, which starts tomorrow. There are 21 individuals enrolled in this class. Jenny will sit in on MRC training as well as MG training, on a non-volunteer track.

Enrollment for 2020 MG training will open in October. Cori already has several expressions of interest.

The Volunteer Management system will be an important aspect of Jenny's work. The development stopped when Allyson left the position.

The position of Office Administrator has been posted. Cori hopes that a new individual will be in place by the end of October. Meanwhile, everyone in the office is taking their turn to fill in for that vacant position.

Cori stated that she has received late notices on some Foundation bills (water, name tags) Cori handed these notices to Charley, who will follow up and be sure they are paid. Members suggested that Cori pay as many bills as possible with her Foundation credit card. This should simplify bill paying in the future. The water bill increased to \$967 for Dirt Works; a big increase. If the bill is high again next month, there might be a leak.

Cluster meeting will be held October 10 in Chehalis. Cori and George will meet at 9 a.m. at Starbucks by Fred Meyer, and return by 1 or 1:30 p.m. Board members are invited to join them.

Garden Committees are meeting to prepare ready for October planning meeting.

Calendar – photos have all been selected. They must secure releases from the photographers and submit them to the publisher before they can be used. Gardening tips to be included need design input. A sample will be expected quickly by return mail,

An intern group has been working with OUGM (Olympia Union Gospel Mission) to provide raised beds for the OUGM women's' facility, Genesis Acres. They will invest \$250 for raised bed and want the Foundation to match for second raised bed. These funds will come out of the budget line item for intern projects.

Barb stated that she received an inquiry from Capital Electric about the electrical project at CLP. It has not yet been accomplished, and they want to know if the order should be cancelled. Cori asked that she not cancel order. A meeting to discuss has not yet occurred due to unavailability of staff from Solid Waste.

Follow-up: Barb will get back to Capital Electric and let them know that we still need the work to be accomplished.

New Business

Election of Interim Vice President

Jerry Stayton has resigned as Vice President. In accordance with the Bylaws, the Board may appoint interim VP. Donna Doerer has expressed interest in this position. She stated that she is comfortable with original job description, although she is not comfortable with the additional responsibility described in the Communications Team proposal.

Motion was made by Barb and seconded by Becky, to appoint Donna Doer as interim Vice President of Master Gardener Foundation of Thurston County. Motion was approved.

Follow-up: Need to change Secretary of State registration, and check for renewal dates. Donna will look on website re renewal

Board members will send a letter to Jerry as Thank you for service. Along with gift certificate. Charley and Pam will write the letter.

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Nominations MGFTC Officers: 2020

Barb will have names by November Board meeting. Diane Stanger can send out official notice

Member at large (Becky agrees to run)
State Rep (George agrees to run)
Vice President

Follow-up: Notice will be included in the Friday Flash – Barb will announce at meeting next week. Cori will send file to Barb to edit for Friday Flash.

Awards. = Nominations need to be submitted to Member at Large before October 8. Categories include:

Fundraising
Advocacy
Honorary MG
Etc.

October 16 – Policy meeting – 4:30 p.m. – 7:00 p.m. at the Extension Office

November 16 - Budget meeting 9 a.m.– noon – Pam’s house at 2112 Aspinwall Road NW, Olympia 98502.

TCTV – program invitation – The Foundation has received an invitation to participate in a program on TCTV. Members agreed that we are not prepared at this time.

Online course about fundraising ideas – Cori will provide information to Board members who want to participate.

8:00 Adjourn

Submitted,

Pamela E. Roberts
Secretary

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Upcoming Meetings/Events

September 24: Membership meeting at the Salvation Army: 6:30 p.m.

October 9: Board Meeting

October 10: Cluster Meeting (Chehalis)

October 16: Annual Retreat/Goal Setting for 20210

November 6: Board Meeting

November 13: Annual Awards Celebration

November 16: Budget Meeting

November 20: Board Meeting

December 7: Annual Meeting