



Master Gardener Foundation of Thurston County

Board Meeting Minutes

December 8, 2021

Via Zoom Technology

5:00PM Call to Order

Present: Barbara Baker, President, Donna Doerer, Vice President, Midge Miller-Price President-Elect, Bev Bartlett, Treasurer, Lucy Chaffin, Treasurer-Elect, Sharon Parsons, Member-at-Large, and Pam Lovinger, Secretary.

Also Present: Cori Carlton, Program Manager, Julie Sandberg, Fall Fundraiser, and Mary Ecklund, Secretary-Elect

Board Reports

Minutes – The November 10, 2021, meeting minutes were presented by Pam. Changes were discussed and accepted. Donna made a motion, seconded by Sharon, to approve the amended minutes. Motion carried.

Treasurer's Report –

The November 2021 report was presented by Bev.

YTD Income: \$39,100.12
YTD Expenses: \$31,908.33
Net Income: \$7,191.79

Current Assets:	Edward Jones:	\$127,472.42
	Heritage Bank Checking:	\$25,700.94
	Heritage Savings:	\$23,369.49

Bev mentioned that she took in-kind donations out of this report. The report is much clearer without them. She will add them back in at the end of the year. The budget versus actual looks good. The grants for the Tuff Sheds will be gone by the end of the year. The only grant remaining is for the signs at CLP. The draft operational budget was shared in anticipation of our annual membership meeting, Saturday Dec. 11, 2021.

Bev is obtaining and reviewing insurance renewals. The invoice will come out of 2021 funds. Midge moved to accept the Treasurer's report. Donna seconded and the motion passed.

President-Elect

No report.

Vice President

See committee reports.

Member-at-Large

Sharon asked for approval to compost the coffee, tea, and supplies from our in-person meetings in 2019. They are several years old, and we are unsure as to when we will meet in person again. The Board agreed.

State Foundation Representative

The Board agreed that Cindy Hoover will continue as our liaison to the State Conference.

President

Barb told the Board that the Irrigation Committee met and reflected on the end of her term as President.

Committee Reports

December 2021

Publicity – Pam Roberts

Pam reports no activity this month.

Membership – Diane Stanger

MEMBERSHIP STATUS REPORT as of December 6, 2021

Total Memberships to date.....29

Certified MGs.....21

Certified MG/MRCs.....2

Certified MRCs..... 1

MG Interns 0

Associate Members..... 5

*The Foundation gained 1 new Associate member who applied & paid on Oct. 28.

The remaining paid members are all renewals. I will send out renewal notices next week.

Website – Roy Emory & Lynette Anderson

Normal maintenance.

Plant Sale – Laura Westrup and Marcia Justis

The Plant Sale crew is taking a nice break from the grooming and care of the plants and is instead focusing on other issues such as the now empty Children's Garden Shed and building tables for the Nursery. There was a recent issue with someone cutting through the chain link fence next to the double gate, but it wasn't too bad and has been patched up. Bob has been out there regularly potting up many native plants and several of us were out there this week to clean up after recent storms and to putter around assessing the shed and what we need to do in the office to clean it out.

Handicrafts – Joanie Zelasko

No report

Retail – JoAnn Reitzwood

I had no tools or clothing sales since the last board meeting, but I'd welcome some.

Fall Fundraiser – Julie Sandberg

Julie will attend the meeting.

We have received a commitment from Marianne Binetti to participate in a Fall Fundraiser on **Thursday, September 15, 2022**. I have been mailing and/or distributing complimentary 2022 calendars to twenty-one of our long-term sponsors. Thanks to Joanie Zelasko for her help in delivering calendars.

Activities – Open Position

No report.

Grants/Sponsorship - Donna Doerer

- Next committee meeting is planned for January 17 to identify potential funding needs and explore prospective funders.
- Sponsorship Development – No activity.
- Grant applications – Applied for general operating support to Nisqually Indian Tribe (\$2,000) and Squaxin Island Tribe (\$500). No decisions received at this time.
- Reports
 - McEachern – Final Report submitted on November 20 for Children’s Garden Shed.
- Other potential opportunities to enhance MGFTC visibility and to raise funds in 2022:
 - Intend to work on Planned Giving and IRA Required Minimum Distributions.
 - The Community Foundation’s Give Local may be a fundraising possibility.

Communications Committee – Open Position

No report.

Calendar Committee – Barb Baker

As of 12/7/2021, 155 calendars have been sold, \$2,325 has been collected (plus mailing costs for 5 calendars). Compared to last year our sales are down. I expect it may be due to not having any in-person meetings, reduced number of Friday Flashes sent out this fall, and / or people no longer using paper calendars to keep track of their activities. I would recommend that in 2022 a smaller number of calendars be printed. Like last year, calendars left over in early-2022, will be donated to the MG & MRC Program for their use.

Finance Committee – Donna Doerer

There was no activity at this time.

Old Business

All

The Board reviewed the 2022 MGFTC Goals. Julie said it was good to have more specificity on goal one. She thinks we should do a membership survey and ask them about the types of foundation activities they are interested in. The Board can then use the feedback to inform future activities. Also, a website survey would be a good idea before we update the website. Two surveys may be too much, so we should combine them.

The Board discussed its goal of improving the diversity of fundraising. We have not been able to accomplish all that was planned in prior years because of the multitude of COVID restrictions. The Board should explore rather than commit to broadening fundraising approaches. It is possible to put too much energy into ideas that may not pay off. We might spread ourselves too thin instead of putting our efforts into areas we know will result in significant income. Bev noted that when discussing potential donations from Independent Retirement Accounts (IRA) we should use the correct phrase Required Minimum Distribution from IRA, not just IRA.

The Board discussed the Technology Goal and how specific it should be.

The Board discussed the importance of coordinating donor requests, so sponsors are not getting too many requests. We want to avoid both duplication and gaps in sponsorship.

The final goals will be presented at the annual meeting.

New Business

The Board discussed the Award Nominations that will be presented at the Annual Meeting. Laura Westrup and Marcia Justis will receive the Fundraising Award. The Plant Sale Team will receive the Fundraising Team Award. Diane Stanger will receive the Service Award. Pam Roberts will receive the Advocacy Award. The Dorsay Fisher Award will be put on hold until Cori and Jenny count all of the 2021 service hours

Bev is doing some research with the Department of Revenue regarding foundation activities.

MGFTC Board Report from Cori Carlton, Program Manager and Jenni Post, Program Assistant

Jenni's report: Recruitment for 2022 MG Training is well underway and with 2 days left we have received at least 25 applications. Primary modes of promotion include press release, flyers at libraries, online community calendars (KXXO, Thurston Talk), Thurston ECO Network, website, and social media (including big ad).

The recommitment process is underway for 2022 and we are using CERVIS again this year. Volunteers log into their CERVIS profiles, answer the recommitment questions and click update. Of course, we have paper forms available for volunteers that don't have access to a computer. Instructions for reporting hours and completing the recommitment process in CERVIS are available on TOSS in addition to information on the Refresher Training.

Cori shared the 2022 MG Commitment Process with the Board. It consists of 3 parts, all MG must:

- Turn in the hours they volunteered in 2021, including the 10 mandatory hours of continuing education by December 17, 2021,
- Attend or watch the refresher training class, and
- Update their CERVIS profile, including their intent to remain active, go inactive, or other status.

Cori told the Board that a Friday Flash is going out this week which will share this information with all MG.

Cori was pleased to say that she has received applications for the 2022 MG Class. She is currently reviewing applications and meeting applicants. WSU is updating the curriculum of the program, which will be part virtual and part in person. The Home Horticulture program is no longer being offered.

Cori shared the inventory process we will be using to count all the 2021 MG volunteer hours. Since the WSU software stopped working, it has to be done manually this year.

The Irrigation Committee met to review the plans for each garden. The information will be used to develop the RFP.

Cori is reviewing the new photos and verbiage that CLP has submitted for their new signs. Once this is finished the signs will be submitted to WSU.

Meeting adjourned at 6:50 p.m.

Submitted,

Pamela G. Lovinger
Secretary

Upcoming Meetings / Events

12/11/2021 – MGFTC Annual Meeting

1/12/22 – MGFTC Board Meeting