



Master Gardener Foundation of Thurston County

Board Meeting Minutes

October 13, 2021

Via Zoom Technology

5:00PM Call to Order

Present: Donna Doerer, Vice President, Midge Miller-Price President-Elect, Bev Bartlett, Treasurer, George Cowan, State Representative, Sharon Parsons, Member-at-Large, and Pam Lovinger, Secretary.

Also Present: Cori Carlton, Program Manager, JoAnn Reitzwood, Retail Committee, Lynette Anderson, Web, and Diane Stanger, Membership.

Board Reports

Minutes – The September 1, 2021, meeting minutes were presented by Pam. Changes were discussed and accepted. Donna made a motion, seconded by Bev, to approve the amended minutes. Motion carried.

Treasurer's Report –

The September 2021 report was presented by Bev.

YTD Income:	\$33,389.56
YTD Expenses:	\$26,307.58
Net Income:	\$7081.98

Current Assets:	Edward Jones:	\$127,739.95
	Heritage Bank Checking:	\$26,526.18
	Heritage Savings:	\$23,367.93

The new Closed Loop Garden shed is done, and payment is complete. The Plant Sale net is over \$22,000. Truly excellent work. The donations for the development of the annual MGFTC Calendar are strong. The Fall Fundraiser was profitable. Grant tracking is complete. Sharon made a motion to accept the Treasurer's Report, Pam seconded, and the motion carried.

President-Elect

No report.

Vice President

See committee reports.

Member-at-Large

Sharon is in the process of trying to recruit nominations for the annual awards. No one has made a nomination yet. Pam asked about making a nomination and Sharon told the Board to make nominations.

State Foundation Representative

George reported 360 people signed up for annual conference. Our donations did not make it to the conference in time. He welcomed the fall season.

President

Barb was absent.

Committee Reports

October 13, 2021

Yellow highlight – indicates action needed.

Publicity – Pam Roberts

I plan to place announcements in Senior News and Thurston County Talk about the MG calendar for November and December.

Membership – Diane Stanger

Here is the latest report with numbers and categories of members for September.

FYI, I've sent Lynette the following comments regarding using Cheddar Up for dues payments by credit card: "I'm in favor of going forward with Cheddar Up for Membership. As for the costs, I'm also in favor of the payers covering the costs for payments by credit card. Is there a charge for e-checks? **The Board agreed to use Cheddar Up for membership dues.** **Bev will look into the cost to upgrade Cheddar Up so we can we restrict access to financial information and limit the number of people who can manage the revenue.**

There was a discussion about the ability of Cheddar Up to provide the reports we need. Questions were raised about its ability to gather information about new members, particularly in the area of skills new members can volunteer. A comment was made that we currently ask members what skills they offer but we do not get back to them. It was felt that most people are OK with this. **A recommendation will be made on updating the membership form to make sure we are asking the questions that we need and if it is possible that a membership survey might provide us with better information.**

Diane recommended that dues payments beginning in November should be considered as dues payments for the following year, but the board needs to decide. Some renewing members start paying their dues before year's end. That said, what about new members? **Bev made a motion, seconded by Donna, that membership dues paid in the last quarter of the year count toward the annual membership of the subsequent year. For example, dues paid in the 4th quarter of 2021 would count as payment for membership of the entire year of 2022. The motion carried.**

MEMBERSHIP STATUS REPORT AS OF September 30, 2021

Total Memberships to date.....	147
Certified MGs.....	106 (of these,11 are both certified MGs & MRCs)
Certified MRCs.....	2 (plus certified MRCs from line above)
MG Interns 2019.....	1
MG Trainees 2020.....	5
MRC Interns.....	1
Associate Members.....	31*
Business Member.....	1
 TOTAL.....	 147

*The Foundation gained 5 new Associate member since the last report

New members total 19 while 128 are renewals; 17 new members are Associates; 1 new member is a MG 2016 from Grays Harbor/Pacific County.

Website – Roy Emory & Lynette Anderson

No report.

Plant Sale – Laura Westrup and Marcia Justis

The Plant Sale Nursery crew have been a small but dedicated group the last month with many ongoing tasks completed and as always, a lot of friendship shared. Our inventory continues to be substantial and in need of ongoing up-potting, grooming and general maintenance. It is a cohesive and hard-working group, and our healthy and lovely plants reflect that. It has been a big relief not to have to worry about watering.

We have opened up our inventory a bit and have been accepting a few select plant donations. During the course of September, we had several donations from MG's and also from local nurseries. A shout out to Companion Cove, South Bay Grasses and the Plant Place for their generous donation of plants to help diversify our inventory.

There has been a particular interest this summer in native plants, so Laura and Marcia explored some ways to get new inventory for our depleted native plant stock (besides taking shovels to their own woody yards).

Our personal shopping routine continues to be successful. We have developed some very loyal customers in the community and our own Master Gardeners continue to be supportive. We still have a lot of plants! Our last shopping day at the Plant Nursery will be Wednesday, October 27th. Our last regular work party to button up the nursery for winter will be on Wednesday, November 3rd. We will continue a monthly check-in through the winter months.

An ongoing and as yet unresolved conversation revolves around what our plant sale will look like in the spring. Lots of moving parts and unknowns at this time. To be continued.....

Handicrafts – Joanie Zelasko

No report. George reported that they were at the state museum function making sales.

Retail – JoAnn Reitzwood

Since the last meeting I've had one \$60 tool sale. Sale #7344 paid via PayPal

1 soil scoop	\$22
1 Long handle gama hoe	\$20
1 Dual cultivator/Hoe	\$18
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Total	\$60

JoAnn is looking forward to discussion of the Retail policy. Cori mentioned that Master Composters will have a graduating class November 2021 and asked that JoAnn order clothing for purchase. Cori asked JoAnn to look into the feasibility of getting metal license plate holders that say Master Gardener.

Fall Fundraiser – Julie Sandberg

Over \$1200 was raised at the 9/9 event with Marianne Binetti! Once again Barb Baker managed the Zoom check-in and welcome. Despite thorough work by Pam Roberts for publicity, we only had 68 registrants. However, the new registration system (CheddarUp) organized by Lynette Anderson went quite smoothly.

Ten prize drawings were held, and the grand prize was won by our own Laura Westrup! She gets a private tour of Marianne's Garden, for up to 10 persons. Laura has decided to take the Plant Sale committee. The 2022 calendars have been sent to our donors as a thank you for ongoing Foundation support.

We have requested that Marianne commit to a 9/2022 date but do not have confirmation yet. We will need to discuss whether to reserve the Lacey Community Center for an in-person event at a future meeting.

Activities – Open Position

No report.

Grants/Sponsorship - Donna Doerer

- Committee met via Zoom on September 20 to review activity. Next meeting is planned for October 18. Currently there are nine members.
- Sponsorship Development – Calendar sponsorship raised \$2,950.
- Grant applications – Planning to apply for Nisqually Indian Tribe charitable funds and Squaxin Island Tribe grants both due on October 29. **The Board approved that the Grants committee apply for general purpose funds not specific projects.**
- Reports
 - No new activity
 - McEachern Charitable Trust – Drafting final report regarding shed installation at Children’s Garden.
 - Nisqually Indian Tribe – Submitted final report regarding shed installation at CLP.
- Other potential opportunities to enhance MGFTC visibility and to raise funds:
No activity at this time. Intend to work on Planned Giving soon.

Communications Committee – Charley Barron

No report.

Calendar Committee – Barb Baker

- 1) Calendars were received on 9/21
- 2) The MGFTC website has been updated with an article about the calendar with a link to purchase them
- 3) Diane Stanger sent a notice to the membership
- 4) An article has been sent to Cori to be included in the next Friday Flash
- 5) Sponsors have been thanked
- 6) Sales have begun
- 7) A Calendar Committee meeting will be scheduled when Barb returns from vacation

Finance Committee – Donna Doerer

There was no activity at this time.

Reports compiled by Donna Doerer, Vice President

Old Business

All

New Business

Updated Committee Guidelines from Fundraising Groups:

Retail – changes to the policy were discussed. Changes included removing the specific name of the place to order clothing because it could change again, and we do not want to have to update the policy every time it changes. The location clothing is stored was updated. Donna moved to provisionally approve the amended policy and Bev seconded it. Motion passed. **It was agreed that Donna would send the final version to the Board for approval by email.**

Publicity – changes to the policy were discussed. The Board clarified that the committee would report its recommendations to the Program Manager for approval. Then the Program Manager would forward to WSU

for final approval. The name and email address for the WSU contact was removed. Midge moved to provisionally approve the amended policy and Bev seconded it. Motion passed. **It was agreed that Donna would send the final version to the Board for approval by email.**

Barb and Midge will meet to discuss the agenda for the Board retreat. It is on October 20 from 4:30-7:30.

MGFTC Board Report from Cori Carlton, Program Manager

Due to the ongoing excessive workload of the COVID response, Cori has asked Pam to take brief notes on her report. Cori will review the notes prior to dissemination of the draft meeting minutes to the Board. Cori will return to providing notes once things are back to normal.

The new tool/supply sheds were installed at CLP and Dirt Works. A second coat of paint will be applied in the spring of next year. CLP is moving into the new shed. Dirt Works added a ramp to its new shed. Children's Garden is sorting supplies from the current shed and only moving items that they want to keep into the new shed. At this time the old Children's Garden shed will be used to house large work items, e.g., wagons, pop-up tents out of site. The new shed was purchased because the old shed had issues with mildew and mice. However, Cori needs to review the Lease Agreement with the City of Olympia to make sure we can keep the old up if we are only going to be using it for storage. Cori will update us if they require us to take it down.

Cori is finalizing details of CLP signs – the verbiage is being approved and checked for final accuracy. We are not allowed to plant food bearing plants for human consumption in the CLP garden. This is due to the garden being on top of a closed landfill. Blueberries were initially planted but since have been removed. A sign highlighting tips on how to grow blueberries was drafted. It will be removed from the sign proposal project at CLP since we are unable to grow them there.

The Irrigation Committee met. Each garden is completing a site evaluation and plan for the new irrigation system, including watering practices. Dirt works is still working on its plan, but Farmers Market and CLP are finished. Draft budgets are ready for Farmers Market and CLP, Dirt Works still is still working on it. Communications – Friday Flash process improvements are underway.

2021 MRC training will be completed in 4 weeks. The Thurston County Solid Waste program contributes substantial materials and provides waste reduction and recycling training for the class. Due to staff turnover in the Solid Waste program, Cori has had to fill in and help Solid Waste Educator, Rob Pudner, with their part of the training.

2022 MG Training is on!

Due to COVID-19 policies we are not able to have a in person awards dinner. Cori and Jenni are working on an alternative way to recognize all the volunteers who have worked so hard keeping our program operations up and running in 2021.

Cori was asked a question by a volunteer about our ability to sell plant that could be considered poisonous to pets or humans. This question comes up every year or so. Midge and Bev clarified that we are legally licensed to sell the plants we sell.

Cori implemented the Governor's new COVID-19 proof of vaccination mandate for all government agencies which includes WSU. All MG volunteers need to show proof of vaccination to remain active in the program. Those who do not show proof of vaccination will be moved to "inactive" status until they get vaccinated or the

mandate is lifted. MG's also have an option of filing for exemption status through WSU. This mandate has been a difficult process to implement due to the challenges of verifying vaccine cards in a "live" setting. No emailed or photocopies of vaccine cards are allowed as proof. Some volunteers have left the program.

October Update from Jenni Post:

Cori and I are in the middle of Master Recycler Composter Training, and we have an enthusiastic group of 11 trainees. My main tasks for MRC Training are admin support, including tracking paperwork and attendance, managing the MRC Trainee webpage, and assisting Cori in the classroom. This past weekend, we spent 3 hours at Closed Loop Park, learning about worm composting, WARC services, the history of CLP, and volunteer activities. Another new feature to training this year is we are recording each session via Zoom and posting it on the MRC Trainee webpage. This has been helpful when a trainee misses class, which can happen during COVID.

Cori and I are in the beginning stages of 2022 MG Training. We have a list of dates, and we will be doing a hybrid virtual/in-person training. Application information will be available around November 1.

This time of year also means recommitment time, so there's a lot to figure out with that.

Meeting adjourned at 6:50 p.m.

Submitted,

Pamela G. Lovinger
Secretary

Upcoming Meetings / Events

- 10/20/2021 – Board Retreat
- 11/10/2021 – November Board Meeting
- 11/23/2021 – MGFTC Budget Meeting
- 12/8/2021 – December Board Meeting
- 12/11/2021 – MGFTC Annual Meeting