

The minutes of the special Board meeting on October 20, 2006, were taken by TR Strong, and are offered here for the consideration of the membership.

We convened at 9:00AM. Present were Georgene Smith, Ray Etheridge, Sandy Livermore, Marialis Jorges, Peg Tillery, Sharon Howard, and TR. Mary-Cathern Edwards could not attend.

We looked at a timetable for what's ahead of us, establishing the budget being the most significant issue. The bylaws and procedures actually set everything in motion at prescribed times, and no action was taken. However, everyone is alerted to all that, now, and we are off and running.

We looked at goals and objectives around major projects for 2007. Three ideas were kicked around:

The greenhouse project, nicely under way, but lots of questions. The Committee will report to the Board on Nov 1. Ray is the Board Rep to the Greenhouse Committee.

A meteorology presentation/seminar/educational program, focused on Kitsap County weather, and the whys and wherefores of our Kitsap Peninsula weather. TR follows up on this, with Peg, because such a presentation would most likely be educational and therefore within the province of the Program.

A musical fund raiser with maybe a string quartet, maybe a Dixieland jazz band, maybe wine and cheese, auctions.....who knows. Nothing more was done about this, leaving lots of room to modify/rework, etc Mary-Cathern and TR to talk.

We assigned a Board member to be an ex-officio member of each of the standing committees, as follows:

Communications Committee, Sharon
Programs, Marialis
Ways and Means, TR and Mary-Cathern
Finance, Sandy
Nominating, Georgene
Audit, TR

We decided there must be a Membership Committee. Ray Etheridge will be the designated Board member for the Membership Committee. Volunteers are being sought.

For each of these committee assignments, the Board member is non-voting, and will be the main communications channel for that committee back to the full Board. In the absence of volunteers to chair these committees, the Board designees, with the support of the full Board, will be putting the arm on members to serve.

TR was tagged to draft a "Communications Policy", to get the draft to Sharon, and then to the Communications Committee, and finally back to the Board for consideration.

We made these decisions from the issues raised by Sharon at the Board Orientation meeting:

1. There should be a presentation given to the new MG training class on what the foundation and what it does. This presentation should emphasize the origins of the foundation, its purpose, how it benefits the Master Gardener program, and (of course) how the new MGs can join. Ray suggested that Georgene and Sharon be especially involved in that presentation. We decided there should be two

presentations to the rookie class; one very short on day one of the class; the other in greater detail about 0.75% of the way through the course.

2. TR should read the foundation's mission statement at the beginning of each board meeting. The mission statement will also be printed on the agenda for each meeting.
3. Sharon should create a History of the Foundation, to be posted on our website as well as be readily available to any foundation member or non-foundation MG as needed. Sharon gave herself until the December meeting to get this done.
4. We should tally up a report of the funds the foundation has produced given to the MG program over all the years the foundation has been in existence. This figure should be part of the presentation to the rookie class, and included in the Foundation history. Sandy will do it.
5. We need to create a Communications Policy, like all the other policies we have on the record. TR will prep the first draft.
6. We need a Business Plan Template for any new business propositions (either fundraising, expenditure or both) that come before the board. Georgene is checking with her banking pals to see if one is available, and will report in November.
7. Sharon will check with Ruthanne Devlin to see if Barnes and Noble would be interested in a string quartet playing Christmas music while MGs wrap gifts this holiday season. The schedule of dates at B&N is out (11/27, 12/12 and 12/22). Sally Tysver will handle the sign-ups.

The meeting adjourned about noon. Respectfully submitted by TR