



Master Gardener Foundation of Kitsap County

Promoting long term environmental health through sound and sustainable horticultural practices.

The purposes of this non-profit Foundation are solely educational and charitable to enhance and supplement the effort of the WSU Master Gardener Program and thereby provide education and information to the citizens of Kitsap County.

January 5, 2011 Board Meeting Minutes

CALL TO ORDER

Vice President Judith Martin called the regular monthly Master Gardener Foundation board meeting to order at 1:00 PM on Wednesday, January 5, 2011 at the Eagles Nest, Kitsap County Fairgrounds in Bremerton, WA.

Board members in attendance were: Judith Martin, Vice President; Fred Abrahamson, Treasurer; Jane Dower, Secretary; Directors at Large Martha Alexander, Monica Goldsberry and Jim Rodman, and Horticulture Advisor Colleen Miko. Mary-Cathern Edwards, President, was unable to attend.

Members in attendance were Arno Bergstrom, Ray Etheredge, Sharron Etheredge, Joyia Rubens, Arlene West and Suzanne Holland.

Vice President Judith Martin welcomed the guests to the meeting.

REPORTS AND ANNOUNCEMENTS

Secretary's Report - Jane Dower

Martha moved that the minutes of the December Board meeting be accepted as written. The motion was seconded by Monica. Motion Carried.

Treasurer's Report – Fred Abrahamson

Fred provided an interim report. The final will be presented after receipt of the December bank statement.

Through 12/31/2010: All balances are not final. The bank statement has not been received.

- 1. The checking balance \$2,159.09 NOT FINAL*
- 2. The savings balance is \$500.80 NOT FINAL*
- 3. The Money Market balance at Kitsap Credit Union is \$8,032.25 NOT FINAL*
- 4. The combined CD balance is \$33,193.16*
- 5. Our overall cash resource is \$42,511.78*

Breakdown of CD's as of November 30, 2010

Kitsap Credit Union (70) 2/12/12 \$5,064.44 1.8% interest
Kitsap Credit Union (71) 4/7/11 \$10,062.51 1.3% interest
Kitsap Credit Union (72) 7/6/13 \$10,047.82 1.5% interest
Kitsap Credit Union (01) 9/14/15 \$8,018.39 1.8% interest

Prepared by Jane Dower, MGFKC Secretary

Meeting Date: January 5, 2011

***Budget vs. Actual 12/31/2010
for
Calendar year 2010***

Through December, we have an income of \$17,864.11 and expense of \$16,717.21 for a positive \$1,146.90.

Fred noted that actual calendar sales in excess of projected sales and several generous donations allowed us to end 2010 with income exceeding expenses!

WSU Kitsap Extension Horticulture Report - Colleen Miko

Judith and the Board welcomed Colleen Miko, our new Horticulture Advisor and Master Gardener Program director. We are looking forward to working with her! Colleen is an honorary member of the Foundation. As such her dues are waived and she is a non-voting member.

Colleen presented the following report written by our outgoing Advisor, Peg Tillery:

We have about 40 people in the new MG Class of 2011. Classes for them begin on January 21. The MG classes where the veterans attend won't begin until February. Colleen will be sending out information on the class dates and topics sometime before the end of January.

Colleen does not yet have an Extension office phone number or email address.

Happy New Year

Colleen noted that the deadline for applying for the 2011 Master Gardener Class was extended to Friday, January 7th. She indicated that February 11th is the first day that veteran Master Gardeners can attend 2011 MG classes to earn Continuing Education credits.

Colleen also noted that she will be meeting with regional people of interest to the Master Gardener program including Farmer's Market reps.

Program Speakers Committee Report - Joyia Rubens stated that she is working on the 2011 Speaker series and anticipates scheduling programs on the 3rd Wednesday of each month from February through July .

Gala Report - Arlene West

Theme: Giving Through Gardening

To date the following contracts have been signed for the April 9, 2011 Gala:

1 Rental Agreement: *with the Poulsbo Son's of Norway*

In addition; the Ladies from the Son's of Norway will prepare coffee, help organize food and allow us use of dishes.

Prepared by Jane Dower, MGFKC Secretary

Meeting Date: January 5, 2011

2 **Speaker:** Dan Hinkley, Author, Plant Explorer and Speaker
Dan Hinkley will be speaking on “The Forgotten Elements of Good Design; Texture, Movement and Fragrance” and add in “Exclamation, Accentuation, Punctuation”

3 **DEF Productions:** Sound System

4 **Stokes Auction:** We anticipate raising \$5,000-\$10,000

Ticket cost \$40.00

Jane Bedinger has created an ad for West Sound Home and Garden Magazine, and also placed an ad on the Foundation website. Jane did a fabulous job! I created an event for Facebook with information about the gala to reach additional people.

A Constant Contact plea for additional help gleaned three new volunteers. Two of the three will be helping with typing, tracking and graphics for the program. The third has offered to help out the day of the event. Thank you Jim Rodman and Mary-Cathern for working on that project.

Starting in January we will be having at least 2 meetings per month plus committee meetings. The first meeting this month will be:

Wednesday, January 19th at 1:00-4:00 PM
Silverdale Fire Station # 51

The second meeting will be:

Wednesday, January 26th at 10:00 – 12:30
Silverdale Fire Station # 51

Barnes & Noble Gift Wrap Report - Judy Morgan

On December 4, after being assigned to two dates, then none, then one, fourteen MGs each took a two hour shift to wrap presents at the Barnes and Noble Store at the Silverdale Mall. Almost all shifts included three MGs.

B&N supplied the paper and ribbon and we supplied bows and tags.

Peg Tillery provided information on the MG program for the volunteers to hand out.

A total of **\$61.96** was donated for the event and the volunteers enjoyed the time to visit with each other and to do PR for the program.

Even though the amount collected was small, the goodwill generated for the program, I'm sure, amounted to much more than the value of the donations.

I will be glad to organize this activity next year and will contact B&N in February to see if we could get more dates next year if the B&N board would like to be involved.

Plant Sale/Salvage Team - Becky Croston

Becky was unable to attend. We hope she is recovering well from surgery.

MGFKC Donation Solicitation - Mary-Cathern Edwards

The following text was sent to Foundation members via Constant Contact in December by Mary-Cathern with approval from the Board:

*As 2010 draws to a close, many of you may be looking for nonprofit 501 (c) (3) organizations to make a last minute tax-deductible contribution. Please remember that your Master Gardener Foundation of Kitsap County is a 501 (c) (3) non-profit which **depends** on fund-raising and donations to support our outstanding Master Gardener programs throughout Kitsap County. If you wish to donate, please make your check payable to MGFKC and mail it right away to:
MGFKC, P. O. Box 3077, Silverdale, WA 98383-3077.
We thank you for your generosity."*

Jim moved to accept all reports as written. Martha seconded the motion. Motion carried.

UNFINISHED BUSINESS:

MGFKC Archives/Record Retention Review Jane requested that this discussion be tabled until the February meeting.

Errors and Omissions Insurance: Judith Martin reported that she is waiting on a reply from the State Foundation Program Director regarding their view of this insurance and any recommendations. She asked that we table the topic until February. Jim expressed concern about the cost of the insurance and the value of the coverage that would be provided. Jim asked Colleen to query her peers for information. She agreed.

Year End Garden Reports: Jane reported that Peg will turn in the 2010 year end garden reports by the 1st week of February.

NEW BUSINESS:

2011 Budget: The proposed 2011 Budget prepared by the Board was discussed. Fred indicated that we are projecting income of about \$28,000; however, that is about \$5,000 less than we need to support the projected expenses. Nevertheless, the budget was approved by the Board with a dissenting vote from Fred due to the imbalance. It was noted that the Gala and Plant Sale may bring in more than projected and enough to cover 2011 expenditures. If not, we will need to trim expenses or approve use of CD money.

Monica raised the issue of implementing a Capital Improvement budget in addition to the current Operating budget. Fred encouraged the Board to consider this. Discussion was tabled until the February meeting.

Fred noted that expenses for the gardens have increased quite a bit, but this is primarily because we have more gardens and some gardens are larger now. Also, the Parks Department does not offer the same level of support. For example, they don't provide mulch which is an expensive item. Per Judith, the Parks Department informed her that mulch will not be provided in the foreseeable future. Arno suggested that we approach suppliers for donations.

Colleen asked the Board to provide her with our definitions for a "capital project" and any

other significant budget terms to help her in her role as liaison.

Fred requested 2011 Budget Line Item description changes no later than January 10th.

Judith proposed that the garden leaders meet with Colleen Miko at the end of January to discuss the budget for the year. Monica suggested meeting at the end of September also to review budget status and project needs for 2012. No dates were set.

Thank you Ray and Sharron for once again providing us with set-up and clean-up assistance and scrumptious goodies!

Meeting was adjourned at 2:24PM