

# ***Master Gardener Foundation Kitsap County***

## ***Annual Board Meeting Minutes***

Wednesday, September 20, 2006

### **I. Call to order**

**TR Strong** called to order the Annual Meeting of the **Master Gardener Foundation of Kitsap County** at **2:15pm** on **Wednesday, September 20, 2006** in **Eagles Nest, Kitsap Fairgrounds, Bremerton, WA.**

TR Strong, Colette Wilson, Jane Bedinger, Allen McKibben, Gary Gratrix, John Mikesell, Sharon Howard, Carol McCarthy, Ray Etheredge, Sharron Etheredge, Sheri Kiley, Marialis Jurges, Joyia Rubens, Henning, Jean Stapleton, Isabelle Van Valey, Dorothy Crouch, Richard Morton, Kathy Morse, Laura Pittman-Hewitt, Mary-Cathern Edwards, Wayne Tysver, Georgene Smith, Peg Tillery, Pam Warner, Allen Miller, Joanne Valley

### **II. Approval of minutes from last meeting**

Colette Wilson queried for any corrections or amendments to the minutes from the last meeting. The minutes were approved as distributed.

Motion to Approve by **Marialis Jurges**

Motion Seconded by **Allen Miller**

Vote: Approved Unanimously

### **III. Reports and Announcements**

Treasurer's Report – Sandy Livermore

See Attached

Motion to Approve report by Colette Wilson

Second to Approve by Allen Miller

Vote: Approved Unanimously

Plant Sale Committee – Pam Warner

See Attached

Pam read her report noting and thanking the many committee members and volunteers who made the event a success. She noted items which sell well and which items we need to try to have a greater inventory of. We need to look at advertising and how to make our niche items better publicized. New items included the hypertufa, copper trellises, and dahlia bulbs and cedar planters, mason bee houses. She invited questions and comments. Pam indicated that she is not sure if she and Cheryl will chair the plant sale committee for 2007.

Audit Committee – Georgene Smith

She and Sharon Howard reviewed the books with our treasurer, Sandy Livermore. They were asked to ensure that the books were in order and being

handled appropriately. Georgene indicated that we needed to have the books backed up more frequently. Several recommendations were made in the audit report to be reviewed by the board and acted upon as they deem suitable.

#### Programs Committee – Sharon Howard

Sharon noted and thanked the members of the Program committee. She outlined the success of the hypertufa making event. The worm bin making event was cancelled due to lack of interest because of the busy schedules of our members. Planning events during bad weather might make more people available to attend and participate.

Sharon also has spoken with Peg and they have determined that the Foundation will begin to be responsible for the 3<sup>rd</sup> Wednesday Seminars so that we can have speakers and events which do not always meet extension criteria for education credits.

Kathy Morse, commented that it can be embarrassing and frustrating to plan speaker events when there is minimal attendance. She suggested that perhaps we should look at doing the events quarterly and making them more greatly publicized. She suggested that it may be beneficial to have a board meeting at each event so members feel they have a say and a voice with the Foundation.

Peg commented that she felt that the events may not have been as well attended because many of the local nurseries are offering similar events on the weekend and the needs for this time of event are also being met elsewhere.

Allen McKibben noted that when we had a “hostess” and refreshments we had better attendance. Georgene Smith commented that she agreed that attendance is better when there are refreshments but there was a designated hostess and facilities at which to make coffee etc. however, it is difficult to find and keep someone in that position because it is a tremendous amount of work (hauling the supplies, setting up, cleaning up, etc.)

Laura Pittman indicated that she agreed that attendance was better before the growing season got into full swing. Laura indicated that there are authors etc.

Field trips this year included Bainbridge Winery, Phoebe’s Lilac Garden, Jocelyn Horder’s garden, Henri Ann Holt’s garden, Mary Ann Byhre’s garden and Margie Bruenig’s garden. Marialis indicated that tours can be combined so that they are tours and educational.

TR commented that the Board would review the comments and suggestions as they planned the 2007 calendar.

#### Nominating Committee – Sharon Howard

Sharon recapped how the nominating committee spent their time. She thanked the other members of the committee; Delona Kent and Joyia Rubens. Ballots are out and being counted as we speak.

Communications Committee – Jane Bedinger

See attached.

We had a newsletter committee of 1, Colette Wilson. We have a website, designed and maintained by Jane. The committee was responsible for creating membership cards, online sign up and renewal forms, Ads were placed in the West Sound Magazine, we also have bi-weekly email announcements, the newsletter is redesigned to be in the format of a calendar.

Future plans include a membership survey which will be online. Jane will be asking for permission from the board to make some additional changes to the website involving pages which are not used frequently and others can be expanded.

The Speaker Series – Delona Kent

Presented by TR in Delona's absence. The speaker series was successful and Delona has already lined up speakers for next year.

The Learning Shelter Committee – Gary Gratrix

TR presented as Gary was counting ballots. The permit has been granted by Kitsap County to build. The foundation for the posts/pillars have been set. Bob McBride is overseeing the building of the shelter is away and will return in January. Building will commence at that time. Some additional leveling of the construction area needs to be completed with sand. Some additional retaining wall at the foundation has been built which is a variation from the original plan.

The Green House Committee – Ray Etheredge

The committee met with the city of Bremerton on September 11. They have looked at the heaters and fans which appear to be in good condition. They are pricing some additional wiring and equipment which may be needed. The committee is working on coming up with a written agreement between the city of Bremerton and MGFKC. One thing that has to be addressed is washroom facilities or lack of same. This will be looked at in the ongoing planning stages. A portable toilet is available for rent at \$85 per month. This expense has to be considered as an ongoing expense.

Horticulture Coordinator – Peg Tillery

We are on track for the budget with Raab Park and Anna Smith spending their budgeted allotment this year. The Foundation had previously made the promise of a donation to purchase an Insectary and Herbarium. This will not be spent this year. There is an upcoming trip coming up in October to the Center for Urban Horticulture. There may be some expenses incurred for the trip which may need to be reimbursed.

**IV. Unfinished Business**

Suspended for the Annual Meeting

**V. New Business**

Suspended for the Annual Meeting

## **VI. Announcements**

Announcement of the Results of the Election – The Nominating Committee  
The ballots were counted by Gary Gratrix and Joyia Rubens. 85 ballots were returned.

The results are  
President – TR Strong

Vice-President – Sharon Howard

Secretary – Mary Cathern Edwards

Directors – Ray Etheredge  
Marialis Jurges  
Georgene Smith

Selection of a Date for Orienting the New Board – to be determined by the New Board

Sharon Howard will contact each of the members of the new and outgoing Boards to determine available dates for an orientation.

## **VII. Adjournment**

**TR Strong** adjourned the meeting at **3:12 pm**.

Minutes submitted by: Colette Wilson