

Master Gardener Foundation Kitsap County



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.

DRAFT Board Meeting Minutes

Wednesday, October 3, 2007

I. Call to order

Becky Croston called the regular meeting to order of the Master Gardener Foundation of Kitsap County at 1:00 PM on Wednesday, October 3 2007, at the Eagles Nest (Training Center), Kitsap Fairgrounds, Bremerton, WA.

Board members in attendance: Becky Croston, President, Mary-Cathern Edwards, Secretary, Sandy Livermore, Treasurer and Directors at Large; John Mikesell, Ray Etheridge and Roland Malan. Vice President, Marialis Jorges was excused. Also in attendance were: Sharron Etheridge, DeLona Kent, Cat Ross, Donna Hamilton, Virginia Jones, Isabel Van Valey, Georgene Smith and Wayne Tysver.

The minutes of the September 5. 2007 meeting were accepted.

Reports and Announcements

Treasurer's Review – Sandy Livermore

| | | |
|---|----------|------------------|
| TOTAL Bank Accounts | \$ | 36,511.16 |
| | | |
| TOTAL Bank Accounts | \$ | 36,511.16 |
| | \$ | |
| Less Extension Funds (balance forwarded every year) | (740.20) | |
| Total Foundation Funds | \$ | <u>35,770.96</u> |
| | | |
| TOTAL Checking Account Balance | \$ | 8,235.02 |
| | \$ | |
| Less Extension Funds (balance forwarded every year) | (740.20) | |
| Total Foundation Funds | \$ | <u>7,494.82</u> |

Horticulture Report - Peg Tillery

HORTICULTURE COORDINATOR'S REPORT FOR SEPTEMBER 2007

Presented at MGFKC Board Meeting, October 3, 2007

Funding:

The budget for the MG Program is over the budgeted amount. We will need to increase the allocation to finish out the 2007 year and to come up to the amount already spent. Sandy Livermore, Treasurer will present the proposal to the board today.

Anna Smith Garden - Over by \$1762.12 (this is due to an approved item - the Native Plant Trail) - I approved the expenses for the trail and the board was in agreement but we never formally increased the budget.

Raab Park Youth Garden - Over by \$760.80 - this is not really an overage, but the \$\$ contributed to the Raab Park Youth Garden are not reflected in the current way we prepare the reports for the Foundation. Georgene and Sandy will work on setting up our new computer program so I and the board can better see the income and expenses.

Microscopes and Cameras for the DDDI/MG Extension Clinic - Our original estimate was \$1750 which would have included one microscope. I had been working on having Norm Dart, DDDI purchase the whole set for us. He was able to purchase a computer and supplies for us to the tune of about \$2500. But in agreement with Board discussion we upped the budget for the Microscope to \$3500 but it was never reflected in a budget increase - so this account shows us over by \$1660 - (Budgeted amount was \$1750 and we spent \$3410).

Clinic Expenses - We are over in this category but it was because we purchased some rolling file cabinets and banner/signage for the events and Farmers Markets.

BKAT - So far in 2006 and 2007 the MGFKC has funded the following BKAT programs:

- Septic Systems
- Greenhouses & Coldframes
- Herbs & Winter Gardening
- Water Gardening
- Pruning
- Editing Your Garden
- Houseplants (2 part program - Houseplants I and Houseplants II)
- Waterwise Plants and Crocosmia
- Raab Park & Anna Smith - a short
- Native Plants - three-part production with two or three more in the works
- LID Low Impact Development

Future BKAT episodes include:

Dahlias, Peonies, Irises, Day Lilies, Vegetable Gardening, Container Gardening

Discussion re: 2007 expenditures and 2008 budget were tabled. These issues will be discussed at the Board of Director's budget meeting in December 2007.

Newsletter Committee – Gary Gratrix, Editor

The initial printing of 100 copies of the October-November Gardener's Exchange newsletter had to be expanded by eight copies as additional Foundation members surfaced in the September roster. By my count there are 94 active MG members and 13 associate members for a total of 106 members in the Foundation, plus a couple of spare copies for whatever. The total cost will be about \$360 including postage and pasties. Because there were four pages in color, the cost was up about 20 cents per color page or 80 cents per copy. I don't anticipate doing four pages in color every issue, but because of TR's passing, this was a special issue. I expect to do zero or two, we can't do just one in color, due to the copying process. Am I making myself perfectly unclear? If the Board has any guidelines they would like the newsletter committee to follow or changes they would like to make, please let us know.

The next issue will include a request to those that would rather receive their copy via email instead of a hard copy. Also, it is thought, by the newsletter committee, that the business type associate members should be encouraged to place a business card sized add in each issue of the newsletter as part of their annual membership fee. What does the Board think?

Gary indicated that in the near future, members would have the choice to receive the Newsletter via e-mail, or vial postal mail.

Finance Committee

See attached budget report

State Master Gardener Foundation Representative Report: Roland Malan

The next meeting of the State Master Gardener Foundation is scheduled for October 27, 2007, 10AM to 2 PM at the WSU Research Center, Puyallup. Roland Malan is the POC.

Membership Committee

Becky announced John Mikesell agree to be the 2007-08 Membership Committee chairperson. (Thanks, John)

Membership forms will be included in the next MGF Newsletter.

Roland Malan observed the following:

"At the board's planning meeting on September 28th the board discussed the matter of putting a dues structure in place for Foundation members.

Last year the membership committee studied the issue and suggested that it might be time to do so. That committee spent a lot of time and effort coming up with the suggestion and potential dues structure.

"The board's discussion centered on expected need for additional revenues next year and measured that against the balance in the treasury and reached consensus that the amount on hand should be more than sufficient to cover any expected program needs for next year. And while rumors abound about drastic budget reductions in the Extension Office, Peg indicated that any real problem with budget wouldn't arrive until 2009. The board felt that it would be hard to justify imposing dues when no real financial stress was apparent and the treasury contained over \$30,000.

"However, the board also agreed that the matter remain on active status to be dealt with should the need arise. And as usual, the board will continue with its traditional, perhaps some new, fund raising activities.

"The board is very appreciative of the work finished by the membership committee as they have provided the board with sufficient information to take action when it is necessary."

The issue of membership dues has been postponed and will be discussed by the Board at a later date.

Unfinished Business:

The term length of Board of Directors: Ray Etheredge – 1 year
Roland Malan - 2 years
John Mikesell - 2 years

The discussion regarding who would serve 1 or 2 years between the Secretary and Treasurer was tabled until Sandy and Mary-Cathern can give the matter more thought. (We did...and we will provide the answer at the November meeting)

New Business:

Program Budget Shortfall: Due to the Program budget shortfall, Sandy Livermore made a motion to increase the Program budget to \$16,000 through 12/31/07. Roland Malan seconded the motion. The Board passed the motion unanimously.

Committee Chairs: Becky Croston provided the following information: "We have three positions to fill. If you are interested, or could recommend someone, pass that on to any Board Member by the November 7th meeting. **And, if you would like to serve on any of these committees, be sure to get in touch with either a board member or the new Chair of that committee.** We have already passed along your interest in committees that you noted on the March 2007 polling form, but maybe your "life" has eased up and you now have time for something on the list.

You do not have to be a member of Foundation to help with the Plant Sale itself, and you gain hours for supporting the Program if you serve on these committees as a Foundation member.

We may also have a Calendar Committee for those who should be committed---or did I word that correctly? Our "Feasibility Committee" is studying that project now, and should have a recommendation for the November 7 meeting.

Chairpersons for MGFKC Committees (Oct. '07 to Oct. '08) are:

Standing Committees:

Communications: Chair: Gary Gratrix

Programs: Debra Ady

Ways & Means: Georgene Smith

Finance: Sandy Livermore

Nominating: _____

Audit: _____

Special Committees:

Newsletter: Gary Gratrix

Webmaster: Jane Bedinger

Tours: Marialis Jurges and Joyia Rueben

Barnes and Noble Gift-wrapping: Heidi Hottinger

Calendar Feasibility Group: Roland Malan

Merchandise: Barbara Thomas

Plant Sale : _____

Raffles: Donna Hamilton

Speaker Series: (on Hiatus)

Membership: John Mikesell

State Foundation Rep: Roland Malan

Refreshments: Sharron Etheredge

The next regular Board Meeting is scheduled for **Wednesday Nov 7**, 1 PM Meeting is scheduled at the Eagles Nest (Training Center), Kitsap Fairgrounds, Bremerton, WA.

Becky Croston adjourned the meeting at 2:35