

Master Gardener Foundation Kitsap County

DRAFT Board Meeting Minutes

Wednesday, Feb 7 2007

I. Call to order

TR Strong called to order the regular meeting of the **Master Gardener Foundation of Kitsap County** at 1:00 PM on **Wednesday, February 7, 2007** at the **Eagles Nest, Kitsap Fairgrounds, Bremerton, WA.**

Board members in attendance: TR Strong, President; Sharon Howard, Vice President; Sandy Livermore, Treasurer; Secretary, Mary-Cathern Edwards; Directors at Large; Georgene Smith, Ray Etheridge and Marialis Juges and Horticulture Coordinator, Peg Tillery. Also in attendance: Becky Croston, Wayne Tysver, Al McKibben, Dave Reckner, Sharron Etheridge, and Donna Hamilton.

The minutes of the January 3, 2007 meeting were approved as posted on the Foundation website (www.kitsapgardens.com)

Reports and Announcements

Treasurer's Review

Sandy Livermore reviewed the foundation budget, reporting that we have a current balance of \$36,093.92. See attached reports.

Membership Committee

Mary-Cathern provided **Ray Etheredge** ex-officio member (welcome back, Ray), and **Wayne Tysver** with a list of 2006 Members who have not yet renewed for 2007. Ray and Wayne will contact via phone.

Discussion ensued re: the Foundation benefits offered to the Members. . It was noted we currently do not provide a newsletter, because we have not yet found a volunteer editor. (Secretary's note: We do have the newsletter template in MS Word and previous newsletters on a CD for reference.) Currently our Communications Chair provides informational newsletters via e-mail. (Secretary's note: the informational newsletters are mailed to those Members without e-mail) **Sharon Howard** indicated at one time, our Foundation reviewed benefits offered by other MGFs. A few examples were reduced magazine subscriptions, a reduced price for gardening gloves. **Allen McKibben** noted a seed and plant exchange occurred during prior years' Third Wednesday Seminars. **Georgene Smith** and **Allen** added we may want to serve coffee and cookies (food of some sort) at the conclusion of the Third Wednesday Seminars as an added social incentive. **Ray** noted the Foundation currently provides ten garden tours throughout the year to Members. All were in

agreement that the Display Gardens would not exist if not for Foundation support. Peg indicated she will provide Secretary with informational report re: WSU tasked counties to figure out ways to raise program funds. **Allen** and **Sharon** will provide **Wayne** and **Ray** with information from previous years review and discussion re: ways to remind and improve Member benefits. **Becky Croston** suggested we provide Members with a list of the Foundations previous accomplishments. **Ray** requested participation from the Membership to a) provide documentation of past and ongoing accomplishments and b) ideas for improving Member benefits to him via e-mail, (r.etheridge@att.net) Sharon requested Wayne and Ray provide a report at our next meeting in March.

Program Committee

(see Secretary's addendum) **Peg Tillery** reported she, Marilyn **Mathes** and **Carol McCarthy**, members of the Program Committee are working on the March 2007 Third Wednesday Seminar. The presentations are scheduled from 1-2 with a social hour of coffee and cookies to follow from 2-3. **Allen** will provide information re: reinstating a plant exchange as part of the social activities. **Sandy Livermore** indicated the 'hospitality funds' will be transferred within the budget to the Program Committee to cover refreshments. (Secretary's addendum Feb 21 07: Per Peg, due to increasing responsibilities, Marilyn, Carol and Peg have since determined they are unable to work on the Programming Committee)

Speaker Series

A total of 22 tickets have been sold for each of the 4 speaker dates. Rhiannon, in Jane Bedinger's absence, will place the Speaker's Series information in the Kitsap Sun 'Calendar'. It was noted tickets will be sold at the door.

Anna Smith Garden Shelter Committee

Gary Gratrix provided a report on the almost-completed Garden Shelter at Anna Smith. Wow! See attached. (and check out the photo)

Plant Sale Committee

Becky Croston, Plant Sale Committee Chair provided reports for both January and February meetings. See attached.

Ways and Means Committee

Becky Croston, Committee Chair reported the Committee Fundraising Chairpersons will meet in the summer.

Horticulture Report

Peg Tillery: **Colleen Miko**, grad student working on her Masters in Agricultural Sciences, is working in the Extension Office on Tuesdays with several projects to assist Peg. Colleen will be:

Finalizing the Native Plant Advisor Handbook

Scheduling speakers for the Native Plant Advisor classes.

Designing and teaching a series of classes on the Distance Digital Diagnosis Microscope and Network at the Extension Office.

Creating a series of classes and/or workshops for the Green Industry.

Further, Colleen will be the instructor and guide for the Digital Diagnostic Internet Program. The microscope is now in the Office and is connected to WSU, Puyallup. Extension will get a laptop for sending reports to Puyallup. The laptop will be available for evening Power Point presentations and for MG clinics.

Barbara Thomas, MG, will be coordinating sale of WSU MG logo garments and generic gardening T-shirts for sale through the Extension Office. After lengthy discussion, Peg assured the Board that no Foundation funds would be used for the up-front costs of purchasing WSU logo clothing, and that proceeds from the sale of these garments would go straight to Extension accounts.

Peg's office is now relocated to the former 4-H Office. This new Office is adjacent to her 'old' office.

Finance Committee

Sandy presented the 2007 budget for final review. **Marialis Jorges** made the motion to accept the budget, and **Georgene Smith** seconded the motion. There was no discussion and the motion was passed. See attached report.

New Business

Kitsap County Noxious Weed Pamphlet:

Dana Coggon, Kitsap County Noxious Weed Coordinator requested \$500 funding for a Kitsap County Noxious Weed pamphlet. See attached report provided by **Dana**. The total production cost of \$2,000 to 3,000 will also be funded by Kitsap County Sewer Waste Water Management (300 copies), City of Bremerton (100) and City of Port Orchard (60 . Extension Office will receive 50 each to be distributed in Clinic boxes , MG projects and all Noxious Weed Advisors (past, present and future) The Foundation logo will appear on pamphlets distributed to the Extension Office. The pamphlets are laminated cards connected by an "o" ring which will allow for expansion and additions. Discussion ensued re: potential for keeping funding for this project in future budget years. **Dana** indicated the hope was to increase the Noxious Weed budget to cover this cost in the future. **Sharon** inquired how long it would take for the pamphlets be out of production and into our Clinics. **Dana** indicated the pamphlets could be produced within three months.

Mary-Cathern made the motion to fund \$500 for Kitsap County Noxious Weed pamphlet as presented by **Dana Coggon**. **Ray** seconded the motion.

Discussion: **Sharon** asked and **Dana** agreed - to provide an interim report in June and a final status report in October Fall. The motion was passed.

Resale Sales Tax: TR confirmed there is no sales tax on items for resale. Sandy has copies of the Washington State Resale Certificate and will provide when needed.

TR Strong adjourned the meeting at 3:12 PM.

Minutes submitted by **Mary-Cathern Edwards**.

**KITSAP COUNTY MASTER GARDENER FOUNDATION
PLANT SALE
Committee report: January meeting**

Location/time: Waterfront Bakery 10 to 11:30 am. January 10, 2007

Ten Master Gardeners braved the icy roads to attend the meeting:
Becky Croston (Chair.) Georgene Smith, TR Strong, Gary Gratrix, Al McKibben,
Wayne Tysver, Sandy Livermore, Pam Warner, Sheri Kiley, and Dave Reckner.

The following items were covered:

1. Dates of sale confirmed: set-up Thursday May 10, 9-3.
Sale: Friday May 11, 9-5 and Sat. May 12, 9-2.
2. The next committee meeting is February 6, 10-12 am.
location: Silverdale Firehall on Silverdale Way (near the overpass.)
3. Rental form: 70 tables and 12 chairs will be requested from Parks and Rec.
one month prior. (Up from 42/12 in '06). There will be no charge.
4. Budget: \$2000.00.
5. Publicity:
 - A. Rhiannon will be asked to submit publicity to the Kitsap Business Group.
 - B. Tony Probert will be asked to have promos run on the fairground's readerboards.
 - C. Gary Gratrix will contact Joya Rubins for publicity.
 - D. The event will be listed in Westsound Home and Garden under their calendar,
and with a one-half page ad.
 - E. The Center for Urban Horticulture and Cisco Morris will be notified.
6. Promotions:
 - A. Gary is designing mini-posters (8.5 x 11) to be printed on cardstock.
 - B. Wayne will make a master of the "Bookmarks" (handouts), which will be
printed and distributed in April to clinic leaders, feed stores, libraries, and
any other outlets we can think of.
 - C. No large posters will be printed up: judged not cost-effective.
 - D. The 10ft. by 30" banner used for the calendar sales will be re-done for more generic
use, including the plant sale. Gary and Sharon Howard are working on this.
 - E. Wayne and Dave will look into having the worn, roadside A-boards redone: approx. 6.
They should say: "Master Gardener Plant Sale Today" and have arrows.
 - F. Gary will bring in the yard signs (on stakes) and coordinate their distribution.
7. Quantity ordering:
 - A. Natives:
 1. Gary Gratrix will order more natives as selected by the committee.
 2. Gary will print out sticky labels for the pots for ID'ing these natives.
 3. TR has a neighbor who will let us pot up his native plants.
 - B. Fuchsia:
 1. Georgene and Shari ordered 400 starts: \$200. 9 varieties from Earthworks.
The target is 75 baskets (10 over '05) and over 185 4x4' pots.
 2. We need to thank Dave Hallsaver, owner of Foxglove Nursery, for his
generous support and facilities.

3. The approx. cost per basket is: \$2.50 for 5 starts, \$0.75 for basket with hanger and reservoir, \$0.50 for soil. This is a good profit if they sell for \$15.
4. Plants will be picked up on Feb. 5, with a potting session by six volunteers soon after arrival, date to be determined.
5. For '08 we could order cuttings by late December for 10-20 cents each, but the system of taking cuttings as the starts grew seemed to work well.

C. Veggies:

1. Gary and Becky found that some stores are selling seeds at 40 percent off during the week of Jan. 8-13th.
2. Emails are being exchanged between our seasoned "veggie growers" concerning which varieties they are ordering. The emphasis is on variety and having a good supply of "heirloom" tomatoes. Gary got a list of recommended varieties for our area via Chris Smith.
3. Shari will talk to Dave at Foxglove and report back, to see if we could wholesale a mixed variety of 12 doz. 4" pots of tomatoes. She will also talk to Ann Pile, a M.G. who grows tomatoes for the Poulsbo Farmers Market. We are extremely limited on the quantity of veggie starts our members can provide. If we had our own, large greenhouse, this would not be an issue. If we wholesale high quality plants, we can avoid the yearly complaint: "you don't have enough veggie starts or enough variety."

D. Color spots (flowers in bloom in time for the sale)

1. Dave Reckner will look into procuring last-minute color spots from local sources for our sale. This was done in the past, as needed.

E. Donations:

1. Peg Tillery is drafting a request for donations which will be distributed to each clinic leader for their store or department manager. It was suggested that we do a service for our clinic locations, and (deductible) donations would be a nice contribution from them for our efforts.
2. It was decided that we do not want to solicit more donations from other commercial sources for this reason: we want to maintain a high level of quality plant material grown specifically for our sale.

F. Other items:

1. Dana Coggon will set up a Noxious Weeds display and clinic again.
2. We will have a Master Gardener clinic table.
3. There will be no pre-sale, but anyone can buy starting Friday at 9am.
4. Whew.

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Anna Smith Shelter Report
February 7, 2007

Thanks to the efforts of a small but elite group of hard workers, the Anna Smith Shelter (ASS) was constructed on four different days during the month of January. The County signed off the final inspection on January 29th. Special thanks go out to Bob McBride, AKA "Bob the Builder", and Allen McKibben for their tireless efforts in helping get this project completed. Additional thank you's go out to Wayne Tysver, Tom Hodgson, and TR Strong, for their participation as well.



One more work party is planned for Wednesday, February 14th at 9:00 AM to install 24' of fence railing at the rear of the structure and add T-1-11 siding to the gable ends.

Of the \$3600 budgeted for this project, \$2,662 have been spent so far. I do not expect any remaining construction items to total more than \$100.

Additional thanks go to Dori Leckner of Kitsap County Facilities, Parks and Recreation, for having the Central Kitsap Reporter do an article including the shelter construction in their issue dated January 24, 2007.

Respectfully Submitted,
Gary Gratrix
ASS Coordinator