

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

## ***Board Meeting Minutes***

March 1, 2006

### **Call to order**

**Jane Bedinger** called to order the regular meeting of the MGFKC at **1:02 pm** on **March 1, 2006** at the **Eagles Nest, Kitsap Fairgrounds, Bremerton WA.**

#### **Board Members Present:**

Jane Bedinger, TR Strong, Sandy Livermore, Colette Wilson, Wayne Tysver, Marialis Jurges, Allen Miller, Peg Tillery)

#### **Members At Large Present:**

Debra Ady, John Mikesell, Donna Alber, Sharon Howard, Allen McKibben, Delona Kent, Sheri Kiley, Dave Reckner, Sharon Etherton, Ray Etherton, Donna Hamilton

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

Colette Wilson queried for any corrections or amendments to the minutes from the Board meeting 2/1/06

### **Moved to accept minutes as distributed TR Strong Second Marialis Jurges**

The minutes were approved as distributed.

### **Reports and Announcements**

#### **Treasurer's Report – Sandy Livermore**

See attached –

The numbers submitted in the Treasurer's report are effective 2/22/06. The current numbers are somewhat different in that there has been some income and payments made since that date.

We currently have CD's maturing which need to be renewed. Sandy indicated that there are various options for more long term investment opportunities for the large balance we currently have on hand.

We can increase the amount of the CD's at the time they come due. Some of the current bank balance can be used to increase the various CD's in April or July. The various options are outlined in the Treasurer's report.

The amounts which will be invested need to be determined via a long term plan.

There has been a deposit of funds from the program which is managed through the Foundation.

Sharon Howard and Allen McKibbon questioned whether we had made plans to file income tax. Sandy Livermore indicated that she had the forms but that she felt we didn't have to file based upon the current tax law which states that the income must be above \$25,000 on average over the previous 3 years.

**Horticulture Coordinator** – Peg Tillery

See attached.

**MG training** is going very well. John Mikesell made the presentation for Native Plants with very short notice on Friday. His presentation was based on his Native Plant class slide show which has been made into a Power Point presentation by Colette Wilson.

Two MG's Ron Reynolds and Bill Gaylord are both in hospital for emergency heart surgery within the past couple of weeks. Both are recovering well from their surgery.

**Native Plant Advisor** training is proceeding well.

She has received three different **garden reports**. All gardens have plans in place for the 2006 gardening year.

**MG Clinics** are currently being planned and schedules set up and distributed.

**Wednesday Seminars** are in place and continue to be scheduled. The March seminar is actually being held on the 2<sup>nd</sup> Wednesday (March 8<sup>th</sup>). Training to detect Sudden Oak Death (*Phytophthora ramorum*) will be conducted by Norm Dart.

Donna Alber questioned if there was an alternate date available for this training if the room fills up. Her concern is that this is going to be a popular course.

Joyia and Marialis have put together an outing for March 15<sup>th</sup> with a field trip to Bainbridge Winery. The cost is \$5 for non-foundation members. The Foundation will incur this cost for members. Non-members will be charged the \$5 fee. The organizers will be provided with an up to date membership list prior to the event.

Peg commented that the **State MG Foundation** is in a state of flux. We should not be too disappointed by the lack of direction we are receiving from them at this time.

The various counties are doing all that is possible with little assistance from Linda Chalker-Scott and Rob Tinnemore (Program and Horticulture Coordinators). There is not currently a good relationship between the State MG Foundation, the State Program and individual County Foundations and Programs.

**Communications Committee** – No Report

**Newsletter Committee** – Colette Wilson

The April Newsletter is currently being prepared. Anyone wishing to submit an article should do so no later than March 25<sup>th</sup> for it to be included in the newsletter.

**Programs Committee** – Sharon Howard

Sharon reported that we have 30 people signed up for the Hypertufa event with some on a waiting list. Allen McKibben is doing the cement mixing. Heidi Hottinger is taking photos for the records. Sharon will be sending material to all registered including a reminder that there is a fee of \$5 if they are not current members of the Foundation.

Article for Worm Bin class will be in the April newsletter.

**Policy Committee** – Gary Gratrix

No report.

**Ways and Means Committee** – No Report

**Plant Sale Committee** – Pam Warner Co-Chair (In Pam's absence the report was delivered by Sheri Kiley).

Sheri Kiley reported that we have planted 65 hanging baskets. They will be pinched back tomorrow and attempt to propagate more fuchsia into 4 inch pots and 6 packs. There is another meeting on March 14 when the dig and divide takes place at Karen Meyer's house.

We will be planting up plants from the Conservation District plant sale at Anna Smith on Saturday Mar 4, 2006 at 9:00 am.

Retsil Garden Committee will be doing a dig and divide on March 20 or 31, 2006. There will be another one at Raab Park but a date has not yet been determined. Wayne Tysver had questions regarding who was doing publicity flyers, book marks etc. Wayne was under the impression that Heidi Hottinger was appointed to do that. Sheri will contact Pam Warner to determine who is doing that sort of function

Allen McKibben indicated that there were bookmarks and flyers on Jackie Aitchison computer so they are available without being reworked. Peg Tillery will contact Jackie Aitchison to have those items sent to Allen McKibben for printing and distribution. Jane questioned whether we were advertising in the newspaper. Allen McK indicated that ads would be in the paper a couple of weeks before and there are arrangements in place to have advertising on reader boards.

Sheri Kiley reported that we would also be ordering green garden gloves (water proof) for sale at the Plant Sale. They will be in various sizes S – XL there will be 16 pairs of each size.

We are gradually expanding the types of things that are being sold with the intention of not carrying remaining stock. Pricing must be somewhat reduced from the average retail price to entice Plant Sale attendees to buy them. We cannot compete with "big box" store pricing.

**Speaker Series** – Delona Kent

Delona addressed the issue of the speaker not having books available because her shipment not arriving.

Having Bethel Bookstore come out has been successful for the store and has added interest to the speaker series. Sam Agnew also brought woodwork and he also did well. We get 10% of Bethel Book sales.

We have ordered books from Timber Press, Linda Beutlers books are \$34.95 retail with a 40% discount if we sell more than 10. Our cost is \$20.97 with a profit of \$13.98. Delona asked whether we wanted to pass the discount along to people who come to the Speaker Series. This is a community benefit because non MG's or Foundation members will also reap the benefits.

**Motion to discount book sales by \$5.00 to all present at the Speaker Series – Sandy Livermore**

**Second TR**

**Discussion** – Debra Ady questioned if there were other books that the Board was in need to sell, we could offer buy one and discount another. Jane Bedinger responded that we do not currently have a supply of books or other materials.

**Vote: Passed Unanimously**

Attendance has been great. We had 67 the first week and 79 the second week.

Peg indicated that we will not have Norm Dicks Center staff there to do the set up. TR will be able to help set up tables and set up the slide projector.

**Finance Committee** – No Report

**Audit Committee** – No Report

**State Foundation Representative** –T.R. Strong \

TR reported that the State Foundation is meeting in Ellensburg WA this Saturday. He is currently booked to work the Anna Smith Dig and Divide. Jane questioned what was on the Agenda for this meeting. TR reported that there were no significant items.

TR and Jane went to Olympia to meet with Legislators on February 8<sup>th</sup>. This date was picked by the State Foundation. There were no other Foundations there, no were Legislators available to meet with them. Jane Bedinger and TR Strong met with 9 assistants to the legislators for our electoral districts. We have made the legislators honorary members of the foundation and gave them the current newsletter issue. They made them aware that we were available for gardening relating questions for the legislators or their constituents.

TR indicated that he was not aware of how we could have been more accepted by the office staff of the legislators; they were very welcoming. Jane suggested that we make the same type of trip and effort next year.

Peg Tillery indicated that the Foundation needed to represent Master Gardeners both the Foundation and Program because the Program staff are prohibited from lobbying the legislators.

Delona Kent commented that there was normally a day set for all groups to lobby legislators and that perhaps we could make our next visit in conjunction with that. Jane commented that TR Strong and Colette Wilson should have special thanks for the professional presentation and materials that were made in advance of the trip.

## **Unfinished Business**

### **a) Leadership Training**

The Board had previously approved Leadership training. Peg and TR are coordinating the planning of this training.

### **b) Greenhouse Search Committee**

Jane commented that during the Budget Planning process it was suggested that we explore the various possibilities for Greenhouse space for Foundation and Program use. Jane questioned whether there was someone willing to chair a short term committee to do such a search.

## **Announcements –**

**Patches are here and available.** \$5.00 each

John Mikesell brought Bay Laurel leaves for the taking.

Jane asked for a listing of the Field trips which are planned for this year.

Wayne Tysver has brought a new batch of Tagro for the Anna Smith Dig and Divide being held this weekend.

Wayne needs more hanger covers for building mason bee hives to give away to interested members or MG class attendees. Contact Wayne if you cardboard hanger covers available he collects them all year. Wayne will be talking at the MG class this week.

Sheri Kiley has officially retired from Alaska Air.

Jane is no longer employed by KRL and is now a consultant for Microsoft. Her hours have been increased and she may not be able to attend all meetings.

## **New Business**

### **a) Finance Treasurer's proposal for handling our cash**

Jane Bedinger addressed this issue. We currently have 4 permanent CD's for investment. The plan suggested by Sandy in her report was to invest in some temporary CD's to address the current high balance in the various bank accounts. The amount to be invested would be determined quarterly based on cash flow needs. There are times of the year that we need greater liquidity than others, for example prior to the plant sale.

Wayne Tysver questioned if we were thinking of moving our accounts to a different Bank. Jane described what was required to change banks and suggested that we would like stay at the Kitsap Bank as service has been good and our relationship is established. Sandy Livermore supported these comments indicating that she had explored other banks but rates were essentially the same.

Jane suggested that if someone were willing to volunteer to explore alternative investment opportunities we would review changing the location of our investments based upon the information discovered.

Sheri Kiley commented that she feels there is more benefit to keeping our relationship with a local bank.

Peg Tillery suggested that based on her experience and knowledge of how this was handled in past a more detailed report is required before the Board entertain a motion and conduct a vote on this matter.

TR Strong questioned whether temporary CD's could be taken out (say 30 days) to remove the large balance from the checking account.

Jane suggested that Sandy determine what minimum balance is needed throughout the year to cover potential expense.

**Motion** that Sandy Livermore remove and invest all but \$10,000 from the checking account. Investment to be made in three short Term CD's whose maturation date would coincide with existing CD's. - **TR Strong**

**Second - Wayne Tysver**

**Discussion:** Allen Miller – questioned what a temporary CD was. It was explained that they were short term CD's. Dates of maturity would coincide to avoid maturity being missed. Allen suggested that amounts be rounded to be full dollars and not odd amounts.

**Vote – approved unanimously**

- a. Joint Program-Foundation Planning  
TR Strong volunteered to explore a planning procedure in conjunction with the Program (Peg Tillery) and bring that to the Board a recommendation regarding how this process should be handled.  
Delona Kent commented that TR's suggestion was very appropriate.  
Jane Bedinger commented that she would also like to be involved in the process and discussions. Delona Kent commented that as President she has the privilege to be on any committee she chooses with the exception of the Nomination Committee.
- b. Foundation-Program Communications  
Peg commented that there were a number of members in the audience who would be able to comment on this issue. There

are communication issues which need to be clarified as there are Program items and Foundation items which need to be included in both communications which are sent out, 1 email from Jane Bedinger, 1 email from Peg Tillery. Peg has heard from Program people that they are confused by the multiple emails which are being sent.

Comments from the floor indicated that the members present felt there was no confusion in terms of what is being sent by Jane Bedinger or Peg Tillery.

**c.** Membership renewal process  
Report reviewed.

There is no clear cut policy in place for dealing with membership renewals and the development of a membership roster for the current fiscal year. The bylaws state that dues are paid by January 1<sup>st</sup>. No dues are currently being collected from active Master Gardeners. To establish a legal intention to be a member, a re-up form must be completed each year and there must be a date on which previous members are deemed to no longer be members if they have not completed the act of renewing their membership.

**Motion** – April 1<sup>st</sup> cut off date be established for determining current year membership roster. – **Colette Wilson**

**Seconded** – TR

Discussion \_ Wayne T. Will old list continue to exist? Colette commented yes., it would.

Jane has volunteered that we contact all those that have not reupped be contacted to determine if further membership is desired.

Allen Miller commented that MG is supposed to be fun and that we are getting knit picky and too complicated.

Donna Alber suggested that the process be streamlined and can be done in other ways for example replying to an email.

Donna Hamilton suggested that we include in the email the reasons that renewal is important. Membership in the Foundation comes with responsibilities and also provides significant benefits which should be made clear.

**Vote: passed unanimously**

## **Adjournment**

**Jane Bedinger** adjourned the meeting at **3:16pm**.  
Minutes submitted by: Colette Wilson, Secretary