

Master Gardener Foundation Kitsap County

Board Meeting Minutes

January 4, 2006

I. Call to order

Jane Bedinger called to order the regular meeting of the **MGFKC** at **1:05 pm on January 4, 2006** at **Eagle's Nest, Kitsap Fairgrounds, Bremerton, WA.**

Jane Bedinger, TR Strong, Sandy Livermore, Marialis Jurges, Colette Wilson, Wayne Tysver

Quorum: Yes,

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: **TR Strong, moved that minutes be accepted with Peg's amendments regarding her comments from the 12/05 Board meeting.**

Motion Seconded by **Sandy Livermore**

Vote: Unanimous

III. Reports and Announcements

Treasurer's Report – Sandy Livermore

Sandy reported that she does not have a report because she is having difficulty transferring information from the previous treasurer's computer to hers. Sandy has seen the records on Gail Everett's computer. She will send a treasurer's report to Jane who will then send to entire membership for review.

Jane asked that all members review the Treasurer's report when it is sent out to see if there are line items that they may be able to comment upon (if there is something that does not appear correct).

Sandy didn't have the bank balances available but will provide ASAP with her report.

When asked about funds generated by sales of the calendar, Sharon Howard was unable to comment because the money received has not flowed through the calendar committee.

Jane commented that we had a good amount of money and to keep that in mind when we are planning for the plant sale.

Horticulture Coordinator – Peg Tillery

Peg was absent so there was no report from the Horticulture Coordinator.

State Foundation Representative –

Jane announced that TR Strong would be assuming Karen Meyer's responsibilities as our State Foundation representative.

Communications Committee:

No report.

Newsletter Committee - Colette Wilson

The next newsletter will be published in February 2006. Members were asked to submit ideas or articles for publication in the newsletters. Colette reminded everyone that Barb Vidal had joined the Newsletter Committee but that other new members would be most welcome.

Sharon made a suggestion that Jane send a separate email request but that there be Newsletter space made available to suggest a Seed Exchange. Jane will include in her next message to Foundation members and Colette will include in the February newsletter.

Jane made suggestions for small articles for the newsletter such as propagation tips, new plants you have grown in your gardens, experiences you have had growing heirloom varieties. etc.

Fay Linger questioned how frequently the newsletter was produced. It is produced bi-monthly to coincide with the Board meeting on that month. The submission deadline is the 25th of the month prior to publication.

Heidi Hottinger suggested that a notice be put in the February issue of the Newsletter announcing that Members can now buy calendars for \$5 by contacting members of the calendar committee.

Programs Committee – Sharon Howard

Sharon announced that a Hypertoufa workshop is being planned so that we can create items prior to the plant sale for sale there. John and Sharon have volunteered to allow the work to take place at their homes if a commercial establishment is unavailable. Because of the size of the event a commercial establishment would be more desirable.

Sharon invited other members to join the programs committee or simply come out to one meeting to brainstorm ideas for future programs.

Information will be sent to members prior to the Hypertoufa event regarding what materials are needed etc.

Jane commented that she had been to Savage Gardens about their container plantings. They have indicated that they would come and speak to the group about planning container plantings so that planning could take place in anticipation of the plant sale.

Ways and Means Committee – John Mikesell

Jane mentioned that John would like to find someone else to Chair this committee because his time commitments will not allow him to continue chairing the committee. Jane requested that members consider stepping forward to chair this valuable committee.

John didn't have a report available.

Policies Committee – Gary Gratrix

Gary has taken over for Karen Meyer as Chair of this committee. There is one item outstanding, the meeting management policy that remains to be voted upon. Discussion and vote will take place in the Unfinished Business portion of the meeting.

Finance Committee

No report.

Audit Committee

No report.

Speakers Series – Delona Kent

She has contacted all of our outlets. We have not sold many tickets. We have sold approximately a dozen sets of series tickets to date.

She will be submitting a credit application for Timber Press so that we can place orders from them. She enquired with them as to the number of books to order for sale at the Speaker Series. They suggested 50% of people attending this type of event will purchase a book. We have had approximately 40 people attend on average therefore, approximately 20 books should be purchased.

There is a chance that Bethel Bookstore would purchase unsold books from us.

Timber Press gives the following discounts.

40-49 copies 40%

50-99 copies 42%

100+ 44%

Linda Beutler has suggested that she will return unsold books for us as she lives in Portland

Some authors will bring their own books with them and Bethel Book store will look into books for Cass Turnbull's talk.

Jane has mentioned that members should be encouraged to purchase tickets and mention to their friends and neighbors in case they might be interested. More brochures need to be distributed to different outlets to publicize the Speaker Series. Delona has some available if members are able to distribute flyers. Jane encouraged us to put the brochures up on grocery store bulletin boards.

Colette suggested that Delona make tickets available to the MG Training class participants. Delona will make arrangements to get tickets to the training classes for sale.

IV. Unfinished Business

Computer Acquisition – Continue with the purchase of a laptop, or not?
Sharon and Gail Everett had previously looked into the cost and technical aspects of purchasing a computer for the Foundation to house financial records and other information.

Colette spoke about her conversation with Karen Meyer and that Karen felt that we should have a computer with our board records on it to protect the integrity of our records and for ease of transition between board members.

Jane commented on the question of insurance as well as the aspect of the computer being “a pig that you can’t eat”; you have to care for it, maintain it etc. She further commented that a new computer with a service package makes the most sense to purchase if we were to proceed.

Colette commented that there may be limited insurance available on homeowners policies as “property of others”. Jane further commented that the Board intended to self insure the computer in the event that no other insurance was available.

Gary Gratrix commented that we do not necessarily need a computer to store the board information, that there other options available.

Jane countered that we need to be able to safely store our information but acknowledged that there were other options available including exterior hard drives etc.

Allen questioned whether we share/pass on software that we currently own....why would it be necessary to buy new software packages. Sandy indicated she personally purchased a new copy of Quicken and was given the old copy yesterday but that she would be using the new package as it was up to date.

TR questioned if we needed a computer to keep the records that we have. Couldn't it be stored on a cd? Jane commented that a hard drive was preferable because it was more "recoverable" in the event of defect.

Sharon commented that Beanie had a good method of backing up her Treasurers records. She maintained a back up copy away from her premises.

Colette commented that perhaps the Policy committee should look at developing a policy for maintaining board records. Jane agreed and referred to Gary to indicated that it would not be dealt with in this sitting of the Policies Committee.

Jane proposed that we purchase an external hard drive/CD burner that could be used to store Board data (financial records).

Sandy has been authorized by the Board to purchase a hard drive/CD burner. This has been voted on previously in the form of a vote to purchase a computer. No further vote was required. The hard drive will be much less expensive.

Order patches and aprons?

Jane hasn't proceeded with this because she ran out of time during the holidays. The cost to order patches is \$1.79 per patch for an order of 200. Aprons will be \$12.98 to purchase. Jane suggested that we purchase 50 aprons. The aprons will be a short version with 3 pockets in front and an adjustable neck strap. Jane reminded everyone that once the embroidery item is programmed into the machinery we are able to purchase many other items without the set up charge. Turn around for the order is approximately 7-10 days.

Jane will proceed with ordering patches and aprons.

Meeting Policy

Jane questioned if board members were ready to discuss and vote on this policy. The main point of contention was a sentence indicating that "all" board meetings be limited to two hours. This wording will be changed to "should be" limited to 2 hours.

Motion to approve Meeting Policy as revised: **TR Strong**

Seconded by **Marialis Jorges**

Vote: **all in favor**, Wayne Miller absent from Vote

Plant Sale – Pam Warner

Pam attended the meeting to discuss plans for the 2006 Plant Sale. The first meeting is tomorrow 1/5/06 at Silverdale Bakery at 11:00 am. Pam is waiting for last years budget items for the plant sale. There are issues that will differ. We

will be making more fuchsia baskets. Plants for these baskets have not been ordered yet. This order will need to go in to the vendor in mid to late February.

The Fuschia order for last year was made based on items available on the vendors website. We will plant only one variety per basket. Jane commented that we should consider placing orders for additional varieties for sale individually. Allen commented that we would could not hold them for the period that we would need prior to the plant sale.

Pam indicated that we need to look for other people to handle starts etc. that may have personal greenhouses.

Sharon questioned how well we did on tomato/vegetable starts. Pam indicated that Georgene might have this information at tomorrows meeting.

Wayne went to Tacoma today and picked up Tagro planting soil. He and Eric hunter will be putting together plantings for the plant sale.

Jane commented that the Foundation may be able to purchase items to supplement the sale outside of those done in previous years. She also suggested that we perhaps ask outside vendors to sell as well. Allen McKibben mentioned that they had asked the board in another year about that previously and been declined.

The plant sale will not be held in the Cat Barn at the Fairgrounds, it will now be in the Van Zee building.

Pam again asked that any and all members attend the meetings as is possible. She also commented that as has been her experience people come looking for plants...and seem focused on those type of purchases.

Soil testing was suggested as an optional fundraising item. The foundation has a PH meter that could be used to do this. Further discussion will take place at the Plant Sale meeting.

Because we don't have Sandy Jardee to manage propagation we need more members to assist with this aspect. Allen suggested that we need to get the word out to members to gain their assistance. Jane suggested that we purchase heirloom seed varieties and pass them out to members who might be willing to generate starts.

Sharon commented that if the Plant Sale committee would purchase seeds to dictate varieties she would be happy to help with vegetable starts.

Jane commented that she is aware because of her garden writing contacts that unique and heirloom varieties are growing in popularity.

Heidi will contact Megan to get information on the Fuchsia planting event at Fred Meyers. Since Megan has moved Heidi will take over this event planning. We get some starts from them for Fuchsia baskets.

Jane questioned interest in stepping stones etc. Pam said that last year she brought in Hypertoufa leaves which sold well. Allen sold copper trellis' which also sold well.

Jane suggested asking members to think about creating high quality, garden focused craft items that they could create for sale.

V. Announcements

Jane invited members to the Budget Meeting next Wednesday, January 11, 2006 at the 4th floor meeting room at Norm Dicks Center. Meeting will run from 10 am to 2:00 pm.

The January Third Wednesday Seminar will be at the Eagle's Nest and MJ Tyler will be speaking about terrariums. A terrarium will be raffled off. People should bring questions about house plants etc.

Sustainable Agriculture folks will be coming and speaking in February at the Third Wednesday Seminar about how to feed 40 people from an acre of ground.

Jane will be working with Colette so that members who have renewed their memberships with the Foundation will receive a membership card.

VI. New Business

There was no new business to be discussed or voted upon.

VII. Adjournment

Jane Bedinger adjourned the meeting at **2:21pm**.

Minutes submitted by: Colette Wilson, Secretary