



## **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.*

## **October 6, 2010 Board Meeting Minutes**

### **CALL TO ORDER**

President, Mary-Cathern Edwards called the regular monthly Master Gardener Foundation board meeting to order at 1:05 PM on Wednesday, October 6, 2010 at the Eagles Nest, Kitsap County Fairgrounds in Bremerton, WA.

Board members in attendance were: Mary-Cathern Edwards, President, Judith Martin, Vice President, Fred Abrahamson, Treasurer, Jane Dower, Secretary, Directors at Large Martha Alexander and Jim Rodman, and Horticulture Advisor Peg Tillery. Director at Large Monica Goldsberry was unable to attend.

Members and guests in attendance were Allen McKibben, Donna Hamilton, Sharron Etheredge, and Ray Etheredge.

### **REPORTS AND ANNOUNCEMENTS**

#### **Secretary's Report - Jane Dower:**

Fred moved that the minutes of the September Board meeting, the September Annual meeting, and the September Orientation meeting be accepted as written. The motion was seconded by Jim Rodman. Motion Carried.

A sympathy card was sent to Laura Pittman-Hewitt after the loss of her sister-in-law and brother-in-law in a house fire.

#### **Treasurer's Report – Fred Abrahamson**

Through 9/30/2010:

1. The checking balance \$367.25
2. The savings balance is \$500.65
3. The Money Market balance at Kitsap Credit Union is \$11,342.92
4. The combined CD balance is \$33,116.36
5. Our overall cash resource is \$45,327.18

Breakdown of CD's

Kitsap Bank (136) 9/14/10 =\$0 Cashed 9/15/2010

Kitsap Credit Union (70) 2/12/12 \$5,049.36 1.8% interest

Kitsap Credit Union (71) 4/7/11 \$10,044.14 1.3% interest

Kitsap Credit Union (72) 7/6/13 \$10,022.86 1.5% interest

Kitsap Credit Union (01) 9/14/15 \$8,000.00 1.8% interest

**Budget vs. Actual 9/30/2010  
for  
Calendar year 2010**

Through September, we have an income of \$16,625.06 and expense of \$12,173.05 for a positive \$4,452.01.

Martha Alexander moved that the Treasurers Report be accepted as written. Judith Martin seconded the motion. Motion carried.

**Horticulture Report - Peg Tillery**

*LEARNING AND FOOD PRODUCTION GARDENS:*

*All the gardens are being put to bed this month; cover crops are being sown; garden leaders are providing end of year reports and they're trying to get their volunteers to turn in all their expenses for the year to the MGFKC Treasurer.*

*P-Patch Gardens – are self-sustaining because fees are paid by the p-patchers to purchase soil, tools, seeds and other items.*

*Donations – Raab Park, Olalla Garden and Heritage Garden received gifts of dollars and materials from community individuals and groups.*

*Several Hundred youth and adults visited Anna Smith and Raab Park Youth Gardens this summer to learn about growing plants. The Heritage Garden at the Fairgrounds provided information on growing vegetables to several thousand people during the 5 days of the Kitsap Fair.*

*Food Donated to Food Banks and Soup Kitchens – It was a somewhat bad growing year for veggies (especially tomatoes) so our poundage was down a bit but overall more than a thousand pounds of garden grown food was donated to feed the hungry.*

*NATIVE PLANT GARDENS:*

*Buck Lake in Hansville – Had an open house this summer that was attended by many Kitsap residents. Throughout the year several hundred people attended this garden and learned about native plants.*

*Fish Park in Poulsbo – Hundreds of North Kitsap residents and others from Kitsap County, plus tourists from other regions, visited the park to learn about native plants and salmon habitat.*

*Anna Smith Native Plant Trail – Hosted several groups of people who learned first hand about native plants growing in their natural environment.*

*Manchester State Park – The native plant display was maintained and weeds were eradicated (pulled, removed) and more native plants were planted. The ranger reports that several thousand visitors pass through the native plant display during the summer.*

*CLINICS, KITSAP FAIR, EVENTS, FESTIVALS:*

*MGs provided research based, scientific information on plant care, reducing pesticide*

*use, environmental stewardship, water quality, insect and plant ID and a host of other information and education at: 8 clinic locations; Homebuilders Show in the spring and fall; Kingston Centennial Plus; Bainbridge Island events; Kingston High School Garden Show; Stillwaters; Great Peninsula Future Festival; Liberty Bay Books in Poulsbo; Health Expo in Bremerton; and numerous other celebrations, festivals and events in Kitsap County.*

*Open Class Horticulture and the Extension Display information clinics were staffed by MGs for all the hours of the fair. Several thousand people received information and education at the Fair – this does not count the outreach of the Heritage Garden (see above for those figures).*

#### **EXTENSION OFFICE SUPPORT FROM MGFKC**

*The MGFKC provided quarterly support for Extension staff time; supplies and materials. The MGFKC also provided postage for one mailing to all MGs (roster & who's who, what's what sheets); will provide postage for another mailing this fall (re-up and commitment forms to fill out); and a final mailing to send out awards and pins to those who cannot attend the end of the year celebration on November 7.*

#### **WSU MG PROGRAM AT STATE LEVEL**

*The WSU MG Program at the state level will be providing 5, 10, 15, 20, 25 year pins for MGs this year. This is the second year this has been provided by WSU at the State level. In the past we, WSU Extension Kitsap and the Foundation have had silent auctions to pay for the cost of the year pin awards for the MGs, along with other thank yous to our volunteers.*

#### **EXTENSION OFFICE CLINIC COMPUTER**

*This computer needs to be repaired – it will not work at all. Lisa recommends having it repaired if possible. The MGFKC Board will want to decide what they want to have done. Luckily we have the DDDI (Digital Distance Diagnosis Imaging) computer provided by WSU Pullman several years ago to use until the computer can be repaired.*

#### **END OF YEAR CELEBRATION FOR MGs**

*We would like help this year from the Foundation to put on this celebration. Help would be in setting up for the celebration, helping with clean up and putting all the tables, chairs etc. away. It would also be good if the Foundation could give a short report on their accomplishments for the year. The outgoing board will be honored at this celebration.*

#### **Discussion:**

The PC used by Master Gardeners during clinics in the Extension Office is no longer functional. It was purchased about 3 years ago by the Foundation. Mary-Cathern will contact a repair technician in Port Orchard for an evaluation and will report back to the Board at the next meeting.

Peg explained what the State MG Foundation gives to the local MG program, and will provide a written report to the Board..

Board insurance for non-profits was discussed. Peg presented some literature on the topic. Fred agreed to investigate board insurance and report back to the Board at the next meeting.

Peg led a discussion on creation of a joint newsletter for the MG program and the Foundation to be issued either monthly or quarterly. Peg will send a proposed input format to the Garden Leaders. The Board will discuss this concept further and confer with the new Horticulture Advisor when appointed.

Peg described a presentation by Clark County at the State Foundation conference. The presentation promoted the use of iPads at clinics instead of Clinic boxes. The iPad battery works for up to 3 days. A subscription to an Internet Service Provider would be required. iPads retail for about \$400. It was suggested that an MG bring one to a clinic to evaluate any logistical issues. Allen McKibben suggested using laptops and the two CD's that contain the EB's, Hortsense and much of the other reference material used at clinics. The discussion will be continued at another meeting.

Jim asked how much the raffle prize provided by MGFKC brought in at the State conference. Mary-Cathern will ask Roland Malan to find out.

Martha Alexander moved that Peg's report be approved. Jim Rodman seconded the motion. Motion carried.

Peg announced that she will be leaving her position as Horticulture Director for the Master Gardener program and will focus exclusively on the Beach Watcher and Beach Naturalist programs. She will continue as Horticulture Director until a replacement is found, presumably within the next few months. The Board wants Peg to know that we appreciate her years of service to the Foundation as Horticulture Advisor. Her devotion to the Master Gardener program as well as the countless hours she invested in developing and maintaining it are also very much appreciated. Nicely, Peg won't be far away and we wish her the very best as she transitions to the Beach steward program.

**Gala Report - Submitted by Arlene West, Chair**

*"The Gala Committee met for the first time on Monday, September 20th. We discussed the things that went well at the last Gala and things that could have been improved.*

*We are in the process of finding a venue for the event and checking out many possible locations as well as figuring out a date.*

*Our next meeting is scheduled for Monday, October 18th at 1:00 PM at the Silverdale Fire Station # 51."*

**Barnes and Noble Gift Wrap Committee - Judy Morgan**

Judy reported that Barnes & Noble does not have any gift wrapping slots available but will let Judy know if something opens up. Ruth Ann at Barnes & Noble indicated that requests to gift wrap are typically sent in June. Options to gift wrap at other stores will be explored.

**Other:**

Allen McKibben mentioned that he had peonies and a few hydrangeas for the Salvage team. He will call Becky Croston to coordinate.

**UNFINISHED BUSINESS:**

MGFKC BUDGET VARIANCE REQUEST FOR 2010 - Submitted by Peg Tillery

*Historically when gardens or clinics needed to expend over their budget and the reason has been reviewed and deemed appropriate by the Horticulture Coordinator the budgeted amount can be increased.*

*The current budget of Raab Park is \$750. Upon review of the 2010 Budget and given consideration for the actual and future expenses through the end of 2010 I hereby approve an additional \$300 to expand the total budget to \$1050 for the year 2010.*  
- Peg Tillery

Fred motioned to Increase Raab by \$300, taking \$300 from the \$750 Native Trail budget.

Fred then motioned to amend the motion by moving \$300 from "Other Garden Expenses" rather than the Native Trail budget. Motion was seconded and carried.

**Related Discussion:**

Fred suggested that usage detail for each garden for the past 2 years be provided to Peg's replacement and the Garden Leaders to help them make 2011 budget decisions. Mary-Cathern suggested that Garden budget usage detail be provided to Garden leaders by Peg's replacement on a monthly basis.

**NEW BUSINESS:**

Discussed changing the Foundation Board meeting time to 1:30 from 1:00 pm. Martha moved to change the meeting time to 1:15 to 3:15pm. Judith seconded. Motion carried.

Discussed the need to sign Conflict of Interest Statement forms. Jane agreed to email forms to all who do not have a signed form on file.

**Meeting was adjourned at 2:35 PM**