



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.*

Master Gardener Foundation Kitsap County

Minutes for Wednesday, October 7, 2009

I. Call to order

Becky Croston, President, called the regular meeting to order of the Master Gardener Foundation of Kitsap County at 1:10 PM on Wednesday, October 7, 2009, at the Eagles Nest, Kitsap County Fairgrounds, Bremerton, WA.

Board members in attendance were: Becky Croston, President, Fred Abrahamson, Treasurer, Arlene West, Secretary and Members at Large: Mary-Cathern Edwards, Martha Alexander and Jim Rodman. Peg Tillery, from the Extension Office. Not attending: Roland Malan.

Members in attendance were: Cat Ross, Sharron Etheredge, Ray Etheredge, Donna Hamilton, Dennis Kimbrough.

Reports and Announcements

Becky Croston welcomed everyone to the meeting.

Secretary's Report Arlene West

Fred Abrahamson made a motion to accept the September 2, 2009 minutes as written. The motion was seconded by Becky Croston. Motion Carried.

Treasurer's Report – Fred Abrahamson

Master Gardeners Foundation Kitsap County

October 7, 2009

Treasurers Report

Provided by Fred Abrahamson, Treasurer

Through 10/6/2009:

1. The checking balance is \$20,650.49
2. The savings balance is \$657.69
3. The combined CD balance is \$20,362.60

Our overall cash resource is \$42,670.78

Breakdown of CD's

Kitsap Bank (131) 7/7/10=\$2,545.64
Kitsap Bank (133) 4/6/10=\$4,653.35
Kitsap Bank (136) 9/14/09=\$8,163.61
Kitsap Bank (137) 2/5/10=\$5,000.00

Additional information provided as follows:

- A. October 2008 our overall cash resource was \$36,628.78 compared to October 2009 our overall cash resource is \$41,670.78, or a positive gain of \$5,042.00.
- B. Our profit and Loss Summary from January 1, 2009 to date is:
 - a. Income=\$40,494.14 compared to budget of \$36,423.13
 - b. Expenses=\$27,381.16 compared to budget of \$43,151.05
 - c. Net=positive \$13,112.98 compared to budget of negative \$6,727.92

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Calendar Activities:

Revenue \$25,950.00 (Gala was \$14,749.00 profit) (Calendar Sales \$11,201.00)

From Jan 1, 2009 –Date the calendar is \$1,059 positive

Discussed options for making a better interest rate on unused monies, roll over or perhaps Credit Unions which typically have better interest rates.

Jim Rodman made a motion to accept the Treasures report as written, Martha Alexander seconded the motion. Motion carried.

Horticulture Report: Peg Tillery, Extension

No formal report:

Peg announced there will be a new WSU MG Handbook released in November.

Discussion regarding expenses for the program:

Peg submitted expenses for \$4,000.00
\$2,000.00 for office supplies (i.e.: copy paper, toner, Comcast, etc.)
\$2,000.00 toward office support staff (\$1,500.00 was budgeted)

2010 Calendar FUNdraiser: Cat Ross, Chair

Report as Submitted:

October 2009 Calendar Report

Submitted by Cat Ross

Thanks to wonderful sales people we are selling well as we approach the calendar season. The new mantra of the sales teams is buy one for gift giving. Send calendars not cards for the holidays.

- Heavy 2 weeks of sales events:
- MGF conference 20 sold
- Harbor Hounds Gig Harbor 2 sold
- Women's Expo fairgrounds 7 sold
- Remodel Expo Fairgrounds 30 sold

From these events we received 2 additional vendors, a definite 'no' from Costco signing event, and an interest by Kitsap Sun publisher to do another story focusing on the banning of the 2006 calendar and us still having the energy to do another one.

Arlene has facebook'd her way to getting us some air time on the radio

- 27 Case coordinators
- 49 partnering vendors that carry the calendar on consignment (These are approx. numbers as all coordinators do not give a monthly update)
- 1350 in vendors businesses on consignment
- 1400 in storage
- 800 with professional distributors
- 1390 approx. number sold

Brainstorming team is set on not offering a discount as end of year approaches as this will let the public know they can wait because the MGF will sooner or later reduce their prices. It is felt the publicity from donating them to the military will do us a better service.

Keeping 200 for possible January or later sales for the purchasing procrastinators as it is thought more than that would be a wasted savings.

January 15th 2010 the first class for the new Interns we will be allowed to sell at the lunch break

It was agreed by the board that sales to a Veteran's group can offer for every one purchased a calendar will be donated to a Veteran at Retsil VA Home where a group of MGs tend the flag pole garden.

The board also suggested that for every 5 2010 calendars purchased we offer a free collector's 2006 calendar

Donated calendars are to be filed on the IRS form as they are a tax deduction and a total count will be turned over to the Treasurer by 31 December 2009

Martha Alexander motioned to accept 1 for 1 calendar promotion suggested by Cat, Arlene seconded the motion. Motion Carried.

Discussion: For each calendar bought a calendar will be given to a veteran at Retsil. Buy 1 give 1. A sticker could be added that said "This calendar has been donated to you by _____."

State Foundation Convention Report-Peg Tillery

225 people attended the convention. Roland Malan sold 21 calendars! Dee Coppola received the Media of the Year Award. No major changes that will affect Kitsap were presented at the convention.

Programs (Speakers Series Coordinator 2010)

Sharron Etheredge has accepted the position of program coordinator for 2010.

Newsletter Editor

Dennis Kimbrough has accepted the position of Newsletter editor contingent that the position requires no more than 10-15 hours per publication to publish 6 times per year and awaiting discussion on topic with former editor Gary Gratrix.)

New Business:

Committee Chair List:

1. Seminars-Sharron Etheredge and MJ
2. Web Master-Jane Bedinger-Jane does not have time to keep up with her MG status

**Martha Alexander made a motion to comp Jane's membership to make her an Associate Foundation Member, Fred Abrahamson seconded the motion.
Motion carried.**

3. Barnes and Noble Gift wrapping-Heidi Hottinger
4. Plant Sale-Becky Croston only until someone takes over the duties
5. Refreshments-Sharron Etheredge
6. Finance Committee-Jane Dower (Becky will ask Jane)
7. Nominating Committee-
8. Communications-Ingrid Harper (Becky will ask Ingrid)
9. Door Prize-Donna Hamilton
10. Membership Policy Committee-Mary-Cathern Edwards
11. Calendar-Cat Ross
12. Foundation State Representative-Roland Malan

Ex-Officio for Committees

1. Calendar-Arlene West
2. Audit-Martha Alexander
3. Communications-Mary-Cathern Edwards
4. Programs-Jim Rodman

5. Newsletter-Jim Rodman
6. Refreshments-Martha Alexander
7. Fundraising-
8. Finance-Fred Abrahamson
9. Plant Sale-
10. Door Prize-Martha Alexander
11. Ways and Means-
12. Nominating Committee-Jim Rodman
13. Web Master-Becky Croston
14. Membership Policy Committee-Becky Croston
15. Calendar-Arlene West

Registered Agent:

Fred Abrahamson as treasurer is now registered agent for the foundation.

IRS Filings:

Fred Abrahamson will check with the state on filing for 2008. He will file an "e-postcard" with the IRS, required yearly for charities earning under \$25,000. Fred will also locate last year's filing, which was made in August, he believes, after a deadline-extension by our previous Treasurer, in keeping with the new filing requirement by the IRS. Our tax filings are kept in our Filing Cabinet at the Extension Office."

Calendars given as promotions or samples can be written off as a loss for tax purposes

Constant Contact:

Discussed the advantages of having constant contact for the foundation separate from the Master Gardener Program. Cost per year is \$125.00 and would avoid confusion with the databases.

Arlene West made a motion that we purchase Constant Contact for the foundation separate from the MG Program for \$125.00 per year. Martha Alexander seconded the motion. Motion carried.

Graduation:

Peg will send out a reminder to MGs that the calendar will be available for purchase at the graduation.

Website:

Discussed the benefits of more pictures and links on the foundation website to make it more appealing and user friendly. Suggested links to the gardens that we help support, pictures of gala, fair, calendar booths etc.

Communication with membership:

Discussed formulating a plan to communicate positive reasons to get involved with the foundation. "A reason to get involved."

Arlene West, Secretary
October 7, 2009

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A "Thank You" fun event to thank people for their contributions to the foundation was discussed. Dennis Kimbrough will also use the newsletter as a venue to show appreciation.

Meeting was adjourned at 3:05 PM.