



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, December 2, 2009

Call to order

President, Becky Croston called the regular monthly Master Gardener Foundation board meeting to order at 1:05 PM on Wednesday, December 2, 2009, at the Eagles Nest, Kitsap County Fairgrounds, Bremerton, WA.

Board members in attendance were: Becky Croston, President, Roland Malan, Vice President, Fred Abrahamson, Treasurer, Arlene West, Secretary and Members at Large: Mary-Cathern Edwards, Martha Alexander, Jim Rodman. Peg Tillery, from the Extension Office.

Members in attendance were: Christa Akers, Sharron Etheredge, Ray Etheredge, Donna Hamilton, and Dennis Kimbrough.

Reports and Announcements

Becky Croston welcomed everyone to the meeting. Christa Akers and DJ Kimbrough were introduced as new committee chairs. Christa Akers as the Ways and Means Chair and DJ Kimbrough the new Newsletter editor.

Secretary's Report Arlene West

Martha Alexander made a motion to accept the November 4, 2009 minutes as written. The motion was seconded by Fred Abrahamson. Motion Carried.

Treasurer's Report – Fred Abrahamson

Report as Submitted:

**Master Gardeners Foundation Kitsap County
December 2, 2009**

Treasurers Report

Provided by Fred Abrahamson, Treasurer

Through 11/30/2009:

1. The checking balance is \$18,495.10
2. The savings balance is \$657.80
3. The combined CD balance is \$20,384.71

Our overall cash resource is \$39,537.61

Breakdown of CD's

Kitsap Bank (131) 7/7/10 = \$2,552.00

Kitsap Bank (133) 4/6/10 = \$4,669.10

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 bank statement was not received. I will obtain a copy and update accounts.

Discussion on sending a copy of the treasurers financial report to the Ways and Means Chairman, Christa Akers. The consensus is that the Ways and Means Chairman should receive a copy of the financial report.

CD rates were discussed. Anchor Bank in Poulsbo has higher rates than most other banks advertising interest rates between 2.25 and 2.30.

Arlene West made a motion to accept the Treasures Report as presented. Jim Rodman seconded the motion. Motion carried.

Horticulture Report: Peg Tillery, Extension

Report as Submitted:

WSU KITSAP EXTENSION HORTICULTURE REPORT FOR MGFKC BOARD

December 2009 WSU Kitsap Extension County Budget:

Funding is good for WSU Kitsap Extension Kitsap for 2010. However we'll be adjusting some of our fees assessed for travel and office supplies. In order to balance our County budget line item we will no longer have a photo copier in the Extension Office. We will have the capability to scan items into a pdf and/or into digital forms, but we will then be using these scanned items to print to our printer in the office. The printer does not collate or staple. We were able to save \$7000 by this method.

Beach Watcher Program, Kitsap Extension:

Since many Master Gardeners are also volunteers in this program we felt it important to report the following information to the MGFKC: We're still waiting for news on how the Kitsap WSU Beach Watcher Program will be funded for 2010. The Commissioners and

Arlene West, Secretary
December 2, 2009

3

SSWM program leads are looking at possible \$\$ from SSWM (Surface and Storm Water Management).

Rain Garden Mentors:

WSU submitted a Rain Garden Application for Funding to Ecology and Kitsap County Extension's Master Gardener Program would receive \$\$ as part of this funding, if approved. The funding would provide online education and coordination support to Master Gardeners interested in becoming Rain Garden Mentors.

MG Training 2010:

A few applications are straggling in and we are still conducting a few interviews. We have the same 5 mentors (senior MGs) who will be mentoring this group. Extension will be requesting \$250 (\$50 x 5) reimbursement for these mentors so they can access the online training system. WSU Pullman requires all mentors in the counties to register themselves online. Then it is up to the counties to figure out how to reimburse them. We at WSU Kitsap Extension are requesting approval of \$250 to cover the \$50 for each of the five mentors. The amount will be submitted as part of the 2010 budget year starting January 1, 2010. The mentors would fill out a reimbursement form and be reimbursed from the MGFKC directly as a program expense if the MGFKC board approves it.

Another option for the MG Training 2010 is that any active MG who wishes could register online for \$50 and would receive the training online plus the DVD with all the presentations and the updated materials. We're wondering if the MGFKC would like to provide any scholarships for MGs to take advantage of this - they would of course need to be MGFKC members also - maybe it could be an incentive to become a member of the MGFKC. Just a thought. What does the board think about this idea?

2010 Calendar FUNdraiser: Cat Ross, Chair

Calendar Report for December 2, 2009 by Cat Ross
Report as Submitted: Read by Christa Akers

I want to thank everyone that has worked on the calendar to this point I had to count them up and we've had 60 MG's and 20 non-MG's or friends of the calendar as we've liked to call them along with 72 local vendors and 8 professionals. That is a lot of MG publicity!!!

I know you will understand how difficult it is for me to get around to all the meetings and such with 2 broken ankles. I want to thank the Brainstorming team and the other calendar helpers that have stepped forward to take on these last 57 days in November and December 2009 since my accident. This is my first electronic report in 3 years and for that I am sorry but know you understand.

As of 1 December 2009:

Fred has given you the current profit with his report.

Arlene West, Secretary
December 2, 2009

4

We have currently 22 cases of calendars in storage equaling 1,100
We have approx. 500 calendars at professional distributors that I will be picking up on 21
December that they have been unable to market
We have approx. 574 out at vendors
We have approx. 549 in the hands of case coordinators

For a total of 2,723 unsold

We have 2 full cases of 75 each for a total of 150 2006 Au Naturel Calendars which Arlene has for someone to keep and disperse after the new year to any 2006 Calendar team members that wish them the others to be as the board decided to dispersed after keeping 25 for posterity. A few of the 2010 Calendar team have less than 10 each in case we do get any internet orders that need filling and suggest that there be a permanent spot on the website to sell collector's editions of both the 2006 and 2010 calendars. There are collectors out there that do ask for them from time to time we've heard.

Discussion will need to take place if you are going to keep the price of the 2006 calendar at \$10 or lower it.

We had a great christmas tree trimming at Retsil VA Home with 19 calendar/friends of calendar folk turning out to decorate the front lobby tree with one of a kind calendar ornaments. The calendars were accepted with excitement by the Veterans. 300 were given to Retsil Veterans they have 292 residents with 8 going on central bulletin boards in common areas

Barnes & Noble Signing is tomorrow night Thursday 3 December 6 pm to 9 pm hope to see all of you there ~ do come early to promote the calendar and in costume if at all possible. Winifred will be there so come out to thank her properly for supporting us.

Friday 11 December will be our last sales venue at Monica's Waterfront Bakery 6 pm to 9 pm let's celebrate

The Navy Exchange said their corporate office in Virginia demands a Duns & Bradstreet Number for all business transactions. So we have lost that outlet.

Thanks everyone for all the support and efforts and may these last 29 Sales Day be more successful than any of us anticipates.

We will begin distributing unsold calendars to local Nursing homes 21 December through 30 December

Please remember if we wait until January we are just dumping our trash on them. Delivery must be made before 1 January to be considered a viable donation.

We will collect unsold calendars from all the vendors and case coordinators the 2nd & 3rd week of January therefore the final calendar report will happen at the February MGF Board meeting.

We will keep 200 calendars for procrastinator sales thru January and the new 2010 class sale on 22 January 2010 at their lunch hour

Now, Donna Hamilton and Arlene West will speak to the December 5th 2009 Price Reduction Sticker Event and how that will work. Please get your stickers if you have calendars at a vendor.

Submitted by Cat Ross 1 December 2009

Donna Hamilton presented the recommendation of the Calendar Committee to reduce the price of the calendar from \$13.00 to \$8.00 beginning December 5th to be competitive in the calendar market.

Roland Malan made a motion that we reduce the price of the calendar to \$8.00 beginning on the 5th of December. Fred Abrahamson seconded the motion. Motion carried.

Martha Alexander made a motion that we reduce the price of the 2010 autographed calendars from \$15.00 to \$10.00. Roland Malan seconded the motion. Motion carried.

Roland Malan made a motion that we reduce the price of the 2006 calendars from \$10.00 to \$5.00 and remaining calendars will be dispersed on or after January 31st. Fred Abrahamson seconded the motion. Motion carried.

Price changes will need to be updated on the KCMGF website.

State Foundation -Roland Malan

The next State Foundation meeting is next week when they will be discussing strategic planning for fundraising.

Newsletter Editor

DJ Kimbrough has accepted the position of Newsletter editor and will publish 6 times per year (every two months) with the first edition in January.

Unfinished Business:

Committee Chair List:

The following vacancies have been filled.

1. Ways and Means- Christa Akers

2. Auditor- Beanie O'Neil
3. Newsletter-DJ Kimbrough

Board Members are encouraged to continue to suggest MGF members for open positions.

New Business:

Voting by Email:

Fred Abrahamson suggested that we explore the possibility of voting on emergency issues between meetings by email. The legality of this type of decision making will be explored and Fred Abrahamson and Becky Croston will work on a proposal.

Policies and Procedures:

In February we will review Policies and Procedures as time permits on Communication Policy and Board Meeting Policy.

2008 IRS Filing:

More information is required on the 2008 Tax return, Fred Abrahamson will contact the IRS.

Foundation PO BOX:

All correspondence to the Foundation must be sent to the PO Box 3077, Silverdale, WA., 98383 so business can be handled in a timely manner.

Membership forms, reimbursement forms and our website will need to have the PO Box changed.

Location for Monthly Meetings:

In the event we are charged for the use of the Eagles Nest we need to be looking for locations to meet that do not require a fee.

Policies and Procedures:

Privacy Policy-Article 5.5.3

The current privacy policy was discussed.

Roland Malan moved that we adopt the policy as written and it was seconded by Fred Abrahamson. Motion carried.

Expenses for 2009:

Outstanding reimbursements need to be submitted before December 20th to Fred Abrahamson. A notice through constant contact will go out to all members / garden leaders to remind that all reimbursement requests must be submitted immediately. Reimbursement forms need to go to MGFKC, PO Box 30777, Silverdale, WA 98383

Meeting was adjourned at 2:55PM