



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.

ANNUAL REPORT for 2017

SUMMARY

Major Accomplishments for 2017:

- ***Implemented Consent Agenda with reports to the board in advance.***
- ***Dialog with the demonstration garden leads.***
- ***Took the initial steps for launching the event sponsorship concept in 2018 w/the plant sale***
- ***Preliminary development of long term (3-5 year) goals.***
- ***Launching a pilot group to explore the possibility of a south county demonstration garden.***
- ***Reinstating a Rookie interest survey, introduced at graduation.***
- ***Decision to identify and focus on a single funding target to promote the Great Give in 2018.***
- ***Revision of policy on Committees***
- ***Introducing the expectation that every board member have an assignment.***

Treasurers Report – Joyce Schlote

December 31, 2017

ASSETS

Current Assets

Checking/Savings

Debit Card Checking	129.00
PayPal Receivables	0
Kitsap Credit Union Checking	3203.44
Money Market	26741.90
Savings Capital Improvement	1,000.12
Kitsap Credit Union CDs	
CD 01 (09/14/2020) Emergency Fund	8,500.00
CD 04 (01/09/2019) Emergency Fund	3,500.00
CD 08 (01/09/2018) Income Averaging	5,000.00
CD 09 (06/02/2018) Fund Raising	5,000.00
CD 11 (04/11/2018) Income Averaging	5,000.00
CD 12 (04/11/2018) Fund Raising	4,000.00

Total Kitsap Credit Union CDs 31,000.00

Total Checking/Savings 62074.46

Total Current Assets 62,074.46

TOTAL ASSETS 62,074.46

Master Gardener Foundation of Kitsap County
Income & Expenses Budget vs. Actual
January through December 2017

	Jan - Dec 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Sponsorships	500.00	0.00	500.00
Foundation Revenue			
Reward Cards	150.79	350.00	-199.21
Donations	2,895.29	2,500.00	395.29
Interest-Savings-CDs	321.27	275.00	46.27
Merchandise Sales	4,234.00	4,500.00	-266.00
Plant Sale	15,032.10	14,000.00	1,032.10
Seminars Income	957.00	850.00	107.00
Total Foundation Revenue	23,590.45	22,475.00	1,115.45
Total Income	24,090.45	22,475.00	1,615.45
Expense			
Foundation Expenses	3,903.35	5,420.00	-1,516.65
Fund Raisers	6,999.87	7,830.02	-830.15
Total Foundation Expenses	10,903.22	13,250.02	-2,346.80
Program Expense			
Clinics	4,253.00	4,253.00	0.00
Ancillary Projects	1,342.52	1,808.00	-465.48
Gardens	3,893.27	5,065.00	-1,171.73
WSU Extension Office	5,200.00	5,200.00	0.00
Total Program Expense	14,688.79	16,326.00	-1,637.21
Total Expense	25,592.01	29,576.02	-3,984.01

Below is a summary of the fundraising activities and dollar amounts (rounded) that we earned. Years monies are provided for comparison.

ACTIVITY	2014 \$	2015 \$	2016 \$	2017\$
Kitsap Great Give	3,700	2,300	1,987	2,426
Fred Meyer Rewards Program	375	400	258	42
Amazon Smile Rewards Program	10	40	72	107
Microsoft Matching Programs	0	550	0	0
Seminars	19	620	1,204	957
Mardi Gras	350	426	0	0
Spirit Wear	1,067	1,254	425	1562
Merchandise (gloves, glass, row cover)	1,790	1,324	1,122	2672
Sponsorship				500
Plant Sale	12,135	14,608	14,690	15,032
TOTALS	19,446	21,522	19,758	23,298

STANDING COMMITTEE REPORTS

Finance Committee - Chair: Joyce Schlote

- *The Income Averaging funds are still available, however, we would caution against spend those funds down if there is not someone on tap to chair a big fund raising event in the next two years.*
- *The Plant Sale Sponsorship program for 2018 was launched and the first Sponsors were signed up.*
- *The 2018 Budget was drafted to be approved at the Jan. 2018 board meeting.*
- *All the learning garden requests submitted by Colleen were granted.*
- *2017 expenses were less than the amount budgeted.*

Nominating Committee – Marcia Harris: Chair

In November the board elected, to take office in January 2018

Donna Rae George, President (Advancing from Vice President)

Joyce Schlote, Vice President (with automatic advance to President in 2019)

Tom Boullion At Large 2 year term

Jackie Siler At Large 2 year term

In December the board elected Vickie Richter as Treasurer

Audit Committee Linda Wells - Chair

Audit Committee gave us a clean bill of health at the first of the year for the 2016 calendar year. Thanks to all who turn in their request with proper paperwork and documentation. Our Federal 990n was filed and acknowledged in a timely manner

SPECIAL COMMITTEE REPORTS

Merchandise Committee – Chair: Vacant

The Resource Committee was dropped in favor of a Merchandise Committee.

- Hoop House Kits sold out at the Plant Sale
- Gloves continue to be big sellers
- Only non-sized logo wear was sold this year

2017 Great Give Committee – Sherry Kanode

We have received our donation check from the Great Give.

Total donations were \$2,160.00

Matching funds 293.40

Fee Deduction -27.11

Total Distribution \$2,426.29

Whaling Days Parade —

We again participated in the Whaling Days Parade in Silverdale in July. Our banner carrying walkers and flower bedecked truck were awarded a ribbon and certificate.

Programs Committee –as listed below

Seminars - Co-Chairs– Amy Churchill/Kathy Hawkins :

Seminars for 2017 were held from January through June. The list below outlines the seminar schedule for 2017: Attendance averaged around 60 each month

- January: Sustainable Lawn Maintenance. Sharpening Tools by Bill Gaylord and friends
- February: Structural Pruning with Bess Bronstein
- March: Symphony in Bloom with Marianne Bennetti
- April: Maximizing the Harvest From Your Small Garden with Gayle Larson
- May: When Ents March with Jenise Bauman
- June: Growing Alternative Fruits in Local Gardens with Sam Maupin

Tours –Chair- Gayle Larson

The following was the schedule for the 2017 tours:

DATE	TIME	LOCATION
July 20	6:30-8	Road House Nursery
August 15	6:45-9:30	Bat chat
Sept 9	2-4	Evolution of a Garden

Communication Committee – Chair-Vacant as of

During the past year, the Foundation continued to advertise our events including the plant sale, and Great Give as well as seminars and field trips on our website, in Wix Shout Out messages, and in Sound Publishing and Kitsap Sun newspapers, and online calendars.

- West Sound Home and Garden generously provided ad space in each of their 6 issues at no cost to the Foundation.
- Donna Rae George serves as the Webmaster.

Salvage Team – Chair- Sheila Anderson

We have seven team leaders who met in July to review the previous year, identify responsibilities and review the notes from the final Plant Sale Committee Meeting. The following suggestions were noted:

- Diversity of plants and limited numbers of each type of plant should be continued.
- Sword ferns should be put in 2-gallon pots to accommodate their size.
- More black mondo grass plants.
- Don't include plants that you don't know the color----they don't sell.
- Vegetable sales were successful and should continue.
- Potting up party with just MGs was a great success and should be continued.
- Transportation day worked having different arrival times; suggest that Port Orchard vehicles arrive 10:30-11:00 and identify when last truck has arrived.
- Keep collection list in simple alphabetical order---not grouped by plant.
- Donors should be recruited in various ways. Linda produced a flyer "Got Plants?" that can be distributed at seminars, fairs, plant sale, and posted on website. It lists our wish list and also plants that we DON'T want.
- Suggest that perhaps business cards with donor information could also be created for easy distribution between members.

We scheduled a total of ten digs from Sept. 6 through October 30.

Our master list of salvage team members (not counting the team leaders) was 46.

The total number of volunteers who participated at the digs was 119.

Eight members participated in 6-10 digs.

Twenty-nine members participated in 1-5 digs.

Sixteen members did not participate in a single dig.

The total number of plants that were repotted for sale was about 2500. Plants were stored at houses of Ann Haines, Marcia Pauley, and Donna Rae George.

Goals for the 2017-18 year:

- Verify the correct volunteer list
- Attempt to get all the digs done in the fall so that the plants have six months to recover and look presentable at the sale.
- Give a short instruction on how to dig and repot to volunteers before each dig.

2017 PLANT SALE Chair – Tom Boullion

This year’s plant sale was very successful, grossing \$17,890. The gross included the sales from the Hardy Fern Society and the Merchandise Committee, which are deducted to give the net (see below).

2017 SALE DATES

Set up day: May 12th from 7:30 AM to 4 PM

Sale day: May 13th from 9 AM to 3 PM (Master Gardeners were there from 7:30 AM to 6 PM)

FINANCIAL

TARGET GROSS INCOME FROM PLANT SALES (w/o merchandise)	\$14000.00
EXPENSE BUDGET FOR PLANT SALE (not including Salvage Team)	\$2,980.00
TARGET NET INCOME(not including Salvage Team Expenses)	\$11,020.00

GROSS INCOME (includes all plant and merchandise sales)	
\$17,890.00	
EXPENSES (to-date)	
Plant Sale Committee Expenses (other than Salvage Team)	\$2,233.70
Hardy Fern Foundation Share of Income	\$951.90
Merchandise Share of Income	\$1,891.00
Sub-Total:	\$5,076.60
ACTUAL NET INCOME (not including Salvage Team Expenses)	\$12,813.40

ACTUAL NET PLANT SALE INCOME(w/o Salvage Team Expenses)	\$12,813.40
TARGET NET PLANT SALE INCOME(w/o Salvage Team Expenses)	\$11,020.00
BEAT TARGET BY:	\$1,793.40

A detailed report was submitted at the Oct. 2017 board meeting.