

Master Gardener Foundation Kitsap County



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.

DRAFT Annual Board Meeting Minutes

Wednesday, September 17 2008

I. Call to order

Becky Croston called to order the Annual meeting of the Master Gardener Foundation of Kitsap County at 1:15 PM on Wednesday, September 17 2008, at the Training Center Room, Kitsap Fairgrounds, Bremerton, WA.

Board members in attendance: Becky Croston, President; Marialis Jorges, Vice President; Mary-Cathern Edwards, Secretary and Sandy Livermore, Treasurer and Directors at Large; Ray Etheridge, John Mikesell and Ray Etheredge. Peg Tillery arrived at the latter part of the meeting due to a schedule conflict.

Foundation members in attendance were: Sharron Etheridge, Gary Gratrix, Cat Ross, Donna Hamilton, Beanie O'Neill and Joyia Ruebens.

Reports and Announcements

Annual Audit Report: Sandy Livermore

The audit committee of Georgene Smith, MJ Tyler, Joyia Ruebens and Sandy Livermore reviewed the accounting books for the fiscal year of 2008 (October to October Cycle). The records were accurate and well maintained. The Committee made one recommendation: The Treasurer will provide a monthly back-up electronic copy of the accounting spreadsheets to the Secretary in the form of a disk.

Annual Newsletter Report: Gary Gratrix, Editor

Six bimonthly Newsletters were published. Approximately 620 newsletters were issued via postal mail or e-mail.

Gary stressed the need for more writers/contributors for every newsletter. The newsletter may cease to be published if article submissions continue to decrease.

Discussion: The Board will ask Peg Tillery to request article submissions from all Master Gardeners via Extension e-mail.

The Board and membership present extended their thanks to Gary for a job well done.

State Master Gardener Foundation Annual Report: Roland Malan

The Washington State MG Foundation had its fall quarterly meeting on Saturday in Cle Elum. A variety of house keeping issues were dealt with which likely don't raise to the level of being reported. Those that do are:

Mary-Cathern Edwards
Secretary, Master Gardener Foundation, Kitsap

- * Mary Shane from Grays Harbor began her two year tenure as President
- * The Foundation's bank balance is \$38477.
- * The proposed MOA between WSU and the state foundation was discussed at some length. The prior MOA had expired and an eight person committee (4 participants from each party) had drafted a replacement which more clearly defined the responsibilities of each party. It was vetted by a state attorney and sent as a final document to the State Board for approval at this meeting. Members of the State Board identified several questions that needed clarification and the Board tabled the discussion until the questions were resolved. The matter will be re-opened at the next meeting.
- * Mary Shane requested that a CPA conduct a financial review of the Board's financial records. She felt that one should be routinely conducted as the leadership changed hands. The Board voted approval of her request.
- * The Board was presented information on a gardening journal that might be used as a fund raiser, much like our calendar serves that purpose for us. It will be considered in future meetings.
- * I was appointed to head a committee to review/revise the Foundation's Bylaws and Articles of Incorporation
- * The 2009 Conference will be held in September in Pullman.
- * WSU and the Foundation are going to collaborate in developing a section for the MG Handbook that clarifies hours of program support vs. hours of outreach.

The meeting was held in a very nice federal park meeting facility and the folks from Kittitas County MG were extremely good hosts - up to and including providing a lovely buffet lunch, and bounty from their gardens/orchards. Good stuff!!

Finance Committee: Sandy Livermore

The Finance Committee followed Committee guidelines.

Barnes and Noble Giftwrap: Heidi Hottinger via Becky Croston

It was noted that all participants in this small fundraising event at Barnes and Noble enjoy the event. Thank you to Barnes and Noble!

Seminars Annual Report: Debra Ady via Cat Ross

2008 Seminars Review by Cat Ross for Debra Ady

January Heirloom Roses with Frank Gatto and Diane Perkins of Raft Island Roses
2 lucky raffle winners went home with delightful roses.

February We learned about many Fragrant Plants with our own Laura Pittman Hewitt of Amber Gardens & the Eagle's Nest never smelled so good.
Peg was a recipient of a long sought after plant that Laura gave her a cutting from.

March Pruning Roses with Ray Etheredge an MG that wears many hats came to us from the Rose Society & Rose Club showing numerous ways to prune roses including the now infamous **Ray's Way**

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April We were amazed with a Native Plants slide presentation & Discussion by John Mikesell **one** of Kitsap County's most knowledgeable Native Plant Advisors and this was just after the terrible loss of so many of the Natives at ASG so we thank him again for his participation and his steadfast enthusiasm.

May brought us a Double whammy special
Lisa Friend of RE Sources Special Projects spoke to us about **Recycling Plant Containers & Garden Plastics**. She hopes one day Kitsap MGF will lead the way on this side of the water with a pot recycling fundraiser

THEN

Dan Robinson from Elandan Gardens absolutely floored us with stories and a visual demonstration of how to find and create BONSAI !

June We visited Heidi Kaster at her Dragonfly Nursery in Kingston. We enjoyed a brown bag lunch exchange, and then Heidi instructed participants in making a fabulous piece of garden art: a window box of sedums. They were spectacular!

July Sixty people learned the history of lavender and had the enjoyment of making fragrant Lavender Wands and Sachets with Laura Pittman-Hewitt of Amber Gardens

August was FAIR we hope you learned something new there.

Which brings us to today's annual meeting and all these wonderful speakers filling you in on what you may have participated in and maybe something you'll mark for next year to attend in case you missed it this year?

And **Don't forget** to join us here at the Eagle's Nest for the last of the 2008 Seminars Wed. 15th **October at special time NOON to Celebrate the herbal harvest pot luck Feast**. We will share our herbal recipes in a taste testing so bring your favorite passing herbal dish and join us for a feast! The luncheon begins at 1 PM followed by more herbal education than you thought there was, as Laura Pittman Hewitt tells us all about marvelous ways to use herbs. She'll be presenting a craft demonstration and will share her favorite herbal recipes. She will give us tips on how to make fabulous herbal based vinegars & oils from our own gardens. Also, she is going to share the best secrets to growing garlic in the Pacific Northwest as fall is the best time to plant garlic. Further we will receive instruction about winter herb gardening - inside, outside & in containers. So come learn all this enjoy some wonderful socializing over all our favorite foods!

There is No fee, and please do bring a passing herb flavored dish.
Contact Debra Ady or Cat Ross to sign up for this event. Bring your best herbal recipe to share!. Remember the 3rd Wed of October---- NOON --don't be late! It promises to be an enjoyable way to spend a few Fall hours.

And if that isn't enough for you... 2009 is on its way ... so hold on to your garden hats! There will be only 4 seminars And you won't want to miss a one.

April **MJ Tyler - Terrariums, African Violets, and House plants**

May **Susan Harrington and Sandy Bochonok - Labyrinths**

June

July **Susan Goetz – Author & Owner of Creative Gardener**

Mary-Cathern Edwards
Secretary, Master Gardener Foundation, Kitsap

We hope you will join us next year for these exceptional speakers, and again we would all like to thank Debra Ady for bringing us such a VARIETY of topics this year. We look forward to her diligent work next year. Congrats to her and her team for a great year of seminars!!!!

Calendar Committee Annual Report: Cat Ross

Calendar 2010 Gardeners At Play end of year report

Calendar is continuing with great team meetings. We just had 2 meetings this morning. The brainstorming team put the finishing touches to what will become the working prototype to secure marketing options.

We have as the economy is so terribly unsettled without foreseen relief set the price of the calendar at \$13 also, that when selling we do not have to make nickel and penny change.

MAPS (Marketing, Advertising, Promotion, and Sales) met as well and are working on scripting what will be in sales packets, promotional packets and general info.

It was decided not to advertise the calendar until February 2009 so there is no confusion in the term "coming soon" and people then calling in to get a calendar for 2009.

The team working on the Gala World Premier of the Calendar in spring 2009 made a request to do in-kind work for the use of Kitsap Memorial State Park Log House and 3 additional facilities for the gala. This would include 88 hours of garden design, prep, work, and education on how to maintain a native plant garden surrounding the log house. Plants will be secured from other areas of the park and transplanted.

At this time we are looking into a local printer that has estimated a lower cost and much lower shipping fees.

Calendar is on track and moving forward very successfully.

We expect to go to print in February 2009 as planned

The team viewing of the calendar prototype will take place on 4 October 2008.

Discussion: Cat noted that since the September 3rd General Meeting, WSU approved the Board's request to allow in-kind volunteer hours in lieu of payment for rental of a meeting facility (eg Master Gardeners will donate 88 hours (2 each 11 person teams working four hour shifts to plant Native plants at the Kitsap Memorial State Park log cabin facility) in lieu of paying a \$1700 rental fee for the Calendar "Gala" event scheduled in the Spring of 2009. Kitsap Memorial State Park will provide plants from within the Park, and bark. Further, the Park will maintain the gardens. John Mikesell will provide a native plant garden design, and noted some preliminary work needs to be done this winter to break up the compacted soil.

Gala Invitations: Cat requested the Membership to submit their list of recommended Calendar Gala invitees to her, asap. Like now.

Plant Sale Committee Report: Becky Croston

This was our Foundation's primo fundraising event for 2007-2008. This is the heart of what we're about: gardening and meeting and helping the public. There is always a lot of enthusiasm about participating in the plant sale, which is truly a great thing. No doubt this is a lot of work, but the profits and benefits are judged well worth the effort.

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Secretary, Master Gardener Foundation, Kitsap

A full report on the plant sale is filed with the June 4, 2008 minutes.
The annual budget report will reflect the final, line-item expenses/income.

Gross taken in at till (including clothing and compost bins and glove sales) was \$13,921.
Expenses of sold items (including clothing and bins) was \$2,363.

(Note that although the plant sale budget was \$2,000, additional funding was accepted by the board for bins and clothing.)

We cleared about **\$11,558.00**, and have future sales potential of bins and gloves of \$923.18. Native Plants left-over continue to sell from Anna Smith thru the year.

There is no cost for location, and all of the advertising was free. Profits keep growing, and are expected to grow again, due to such great team effort.

I want to thank my committee members for all their dedicated work: Cat Ross for an excellent job in coordinating the over 100 volunteers. Gary Gratrix for creating mini posters, road signs, and tomato wrangling; John Mikesell for Native Plant management; Wayne Tysver for creating bookmarks, a-boards, road signs and bee houses, and Allen McKibben for crafting his bat houses.

In addition we can thank our non-Master Gardeners: our support staff in Extension: Rhiannon Fernandez, Steve Johnson of Cooleen Gardens Nursery, Dave Halsaver of Foxglove Nursery, Ann Pyles for her donation of tomatoes from Handsown Homegrown Nursery, Home Depot for cardboard trays, Dana Coggon for keeping the noxious weeds away, Mentor Group for their signage, Scott and Debbie Elkins for cardboard trays, and all spouses of Master Gardeners who came in to help or delivered carloads of plants!

For 2009 we have some important recommendations:

1. Get more word out the have Foundation Members and MG's donate plants. Fall: get into the newsletter via a separate flier, what sells, etc. and print extras to hand out to the new Rookie class.

2. Boxes: we need more "trays" for customers to use. People should keep their ears open for sources.

3. Fuchsia: Sheri Kiley would like to coordinate a team of 4 volunteers to make up a new "team" to handle the fuchsia demands. We need a greenhouse to handle at least 60 hanging pots of fuchsia, as our past location is no longer available.

All in all it was a great sale. Thanks one and all, a very proud: Becky Croston.

Nominating Committee: Donna Hamilton

Thank you to Committee members for finding candidates, mailing ballots and executing the 2008-2009 election. Results of the September 17 2008 election:

President:	Marialis Jorges	1-year term	expiration: 2009
Vice President:	Becky Croston	1-year term	expiration: 2009
Secretary:	Arlene West	2-year term	expiration: 2010
Member-at-Large:	Mary-Cathern Edwards	2-year term	expiration: 2010

Term Information:

Members-at-Large John Mikesell and Roland Malan completed one year of their two year terms. Their terms will conclude in 2009.

Secretary Sandy Livermore completed one year of a two year term. Her term will conclude in 2009.

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Logo and Apparel Report: Sandy Livermore

Inventory taken 9-23-08

T-shirts: Various colors (cost about \$9 each):

8 small

19 medium

9 large

8 extra large

44 total shirts (9 x \$44 = \$396)

Aprons (costs around \$19 each):

5 green

1 maroon

(6 x \$19 = \$114)

Denim shirts (costs about \$27 each):

2 extra large

(2 x \$27 = \$54)

At the Annual meeting it was agreed that it would be good to sell the t-shirts at a rate less than the original rate of \$15 and as low as somewhere around \$5.

Programs and Publicity Committees Marialis Jurges and Joyia Ruebens

MASTER GARDENER FIELD TRIPS 2008

Friday, April 18 –The Chase Garden, Orting “One of America’s Ten Most Beautiful Gardens”
(Emit Chase is 100 years old and still lives on property)

Attendance: 14

Friday, May 2 — Rhododendron Species Botanical Garden/Pacific Rim Bonsai Garden, Federal Way

Attendance: 16

Friday, June 6—Point Defiance Flower & Garden Show, Tacoma

Attendance: 7

Monday, June 9 --- Susan Harrington’s (MG) Labyrinth Hill Lavender, Hansville (Susan teaches online Lavender growing class)

and Sharon Smith’s (MG) Home, Hansville (progress on landscape design by Heidi @ Dragonfly)

Attendance: 7

Friday, July 25 – Ray & Sharron Etheredge’s (MG) Home, Seabeck (Featuring Rose Garden and Arbors, plus big plans for more--)

and Joyia Rubens’ (MG) Home (Lavender, Llamas and chickens)

Attendance: 24

Friday, August 15 –Sharon Howard’s (MG), Port Orchard (Huge vegetable garden, Highland cattle and Chickens—sells at P.O. Farmer’s Market)

and Deb & Jim Howard, Port Orchard (English Cottage Garden--Featured in West Sound Home and Garden Magazine)

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Attendance: 14

Friday, September 5 – Albers Vista Gardens, Bremerton , John Albers (MG) (“Conifers, Plants for all Seasons”)

and Start Now, Bloomington Ave. –Jean Schanen and Glen Huff (Creative Gardening!--Member of B.U.G.S and sell at Farmer’s Market)

Attendance: 18

Annual Horticulture Report : Peg Tillery, Horticulture Educator and Master Gardener Program Coordinator - via Becky Croston

The WSU Master Gardener Program in Kitsap County will benefit this year from \$15,000 in budgeted funds for the period of January 1 through December 31. To date we have only spent half of these funds but we still have a quarter of the year left.

An unbudgeted, but additional item from the MGFKC was a laptop computer along with a light projector. The laptop has been used more than 3 days a week on average in the Extension Office MG Clinic. Additionally this laptop and the light projector have been used in at least three educational presentations per month and will continue to be used for years to come.

In October 2008 14 Master Gardeners will attend an advanced Integrated Pest Management workshop. The Foundation is paying half the tuition of this \$150 workshop in order for these MGs to attend the class by only paying half the tuition. This year several of these MGs will receive their certificate from the WSU Pesticide Education Program for completing five segments of the Integrated Pest Management course.

Not yet reflected in the 2008 MGFKC Budget Report is the cost of several BKAT "Kitsap Gardener" programs. These programs are shown on BKAT the second and fourth Sunday of each month and the previous episodes are shown on a rotation basis on several other days a month. The DVDs are also used in educational presentations throughout Kitsap County. This year the programs produced so far are:

- Vegetable Gardening with Chris Smith
- Proper Planting Techniques with Colleen Miko
- Growing Dahlias with Kim Schleis

The MGFKC Budgeted funds furnished 9 MG Clinics with the Pest Leaflet Series, all new PNWs (Weeds, Insects, Plants) along with three new containers and rolling carts for each clinic.

Anna Smith Garden and the Raab Park Community Garden through the MGFKC were supplemented with \$1600 worth of supplies and materials. These gardens had very successful educational outreach seasons.

WSU Extension, the WSU Extension Master Gardener Program and the Master Gardener Volunteers are thankful for the continuing support of a portion of their program costs funded by the MGFKC.

Thank you sincerely for your continuing efforts and support of the WSU Extension MG Program in Kitsap County.

Mary-Cathern Edwards
Secretary, Master Gardener Foundation, Kitsap

New Business: Improvements Anyone?

Members were polled for suggestions and improvements for 2008-09:

Discussion occurred how to augment Master Gardener involvement in marketing our Master Gardener Foundation calendar: Phone contact; earlier MGF intro to the 2009 Intern class.

Discussion occurred re how to augment Foundation membership: Phone calls to all the current members, reminding them to renew and follow up e-mail contact.

We all enjoyed our Plant and Etcetera Raffle (Attendees were given one ticket as an attendance reward...and additional tickets were given for every item a member brought. Fair, Equitable and a lot of Fun!! And of course the food was great. Thanks to all who shared and participated.

The Board and membership acknowledged Sharron and Ray Etheredge's efforts to brew the coffee, tea water and organize snacks for every Board meeting. We are spoiled and appreciate everything the Etheredge's do for us.

Becky Croston adjourned the meeting at 2:45 PM

Minutes submitted by **Mary-Cathern Edwards**, Secretary.

Mary-Cathern Edwards
Secretary, Master Gardener Foundation, Kitsap