



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.

March 19, 2018 Board Meeting Minutes

CALL TO ORDER

President Donna Rae George called the monthly Master Gardener Foundation board meeting to order at 1:08 pm at the Fleet Building on Monday March 19, 2018.

Board members in attendance were

Executive Board Members:

President Donna Rae George
Vice President Joyce Schlote
Secretary John Andrews
Treasurer Vickie Richter

Directors-at-Large:

Gayle Larson
Tom Boullion
Celia Johnson
Jackie Siler

Horticultural Advisor: Colleen Miko

State Rep: *Mary-Cathern Miller (absent)*

Guests: None

TODAY'S AGENDA.

CONSENT AGENDA Call for the Vote as presented. Approved

Secretary's Report – John Andrews

February's meeting minutes were approved as submitted.

Treasurer's Report – Vickie Richter

The Treasurer's report of Assets and Profit and Loss was emailed to all members.

Horticulture Report–Colleen Miko

February report and report of 2017 impacts was emailed to all members

STANDING COMMITTEE REPORTS:

Nominating Committee: no report filed.

Audit Committee: no report filed

Finance Committee: report was emailed to all members.

SPECIAL COMMITTEE REPORTS:

Plant Sale Committee: report was distributed at the meeting.

Plant Salvage Committee: no report filed



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Merchandizing Committee: report on seminar sales was emailed to all members.

ADDITIONAL AGENDA ITEMS:

UNFINISHED BUSINESS:

1. **Plant Sale Update.** Colleen had some suggestions on the press release that will go out for the plant sale. We will have a PA system available for announcements. Joyce will get information for the Kitsap Sun to Kathy Goble. Celia is going to invite certain VIPs to observe the interest in this event that may lead to future sponsorships. Tom passed out a report of the last meeting.
2. **Sponsorship Update:** Donna Rae reported that we have 4 sponsors at this time. All logos of these sponsors are on the plant sale bookmarks. Posters for state ferry are getting approval. She reviewed the specific duties that have been assigned to different individuals.
3. **Filling open Committee & Board Positions.** The Audit chair will be Jackie. Other board positions that are coming open need to let DR know so we can begin to look for new replacements.
4. **2017 Grad Mentors.** Gayle and DR reported that they received some interest from their contacts in volunteering for different positions and assignments.
5. **2018 Grad Mentors.** Lots of positive comments from board members of meeting and greeting this year's class of Master Gardeners in training.
6. **Policies for Review.** Five policies involving financial handling were reviewed by the policy committee. Changes were made to the Cash reimbursement form as well as the Cash disbursement policy involving a two step verification. Discussion: what amount should be a minimum for reimbursement. Policies will be up for approval at the July meeting.
7. **Retreat with Jefferson and Callam Counties on April 18.** No specific agenda has been received.
8. **Audit Committee Recommendations.** John will update form that was presented by Linda and send around for approval.

NEW BUSINESS:

1. **Spirit Wear.** There is no committee so therefore the board needs to approve pricing. DR will send out the different items that will be purchased this year to board members. (ie. Aussie style hats—cool!) We have 20 hoop kits and 49 agribon to sell and more will be ordered.
2. **New Policy for Sponsorship.** The board needs to develop a policy for this process from solicitation to invoice. DDR suggests that she develop an outline and pass to Joyce who will get input from all persons who are involved. It will include something from the audit committee. Discussion: what other events are we looking to get sponsors. Seminars was mentioned which then spurred a discussion about the location for 2019 meetings that will have adequate parking.
3. **Amazon Associations Program.** A lengthy discussion ensued about whether we want to partner with different industries for a percentage of the revenue. Some felt that we should support local businesses rather than online companies. It was mentioned that often attendees want to know where they can purchase a certain item (ie. tool, book). Local businesses may not stock a particular item and there is the convenience of being able to order online. DR suggested that we could put a link on



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our website for items like books that are presented at the seminars as an option and a service to the public. Others raised the question of whether we want to become a “merchandizing organization.” This topic will be reconsidered in the future.

4. **Board Calendar for rest of 2018.** It was moved that we meet this year on May 21, and skip meetings in June and August. **Motion passed unanimously.**

ANNOUNCEMENTS

1. There was some confusion over the exact schedule of events on March 30 presentation to the interns.

FUTURE AGENDA ITEMS

1. **Four Year Goals. Review and Establish our financial goals and investments into rookie and new grad mentorships.**
2. **Fill Open Committee & Board Positions.**
 - a. **Finance Committee**
 - b. **Audit Committee**
 - c. **2019 Board Positions.**

Meeting was adjourned at 2:40 pm.

Next Meeting is Monday April 16 at 1:00pm at the Housing Dept. Building.

HORTICULTURE REPORT March 2018

By: Colleen Miko

Clinics

- Clinic boxes restocked—including new set CK
- MG training clinic orientation COMPLETE!
- First office clinic for MG interns March 26
- SignUp Genius scheduling active now
- Poulsbo & Bainbridge open 4/7; Port Orchard opens 4/14; CK opens 5/2; Bremerton opens 5/3; Kingston opens 5/5
- Travel clinic:
 - meeting March 15th to decide on 2018 schedule of events—there will be many more planned for this year than in 2017
 - new co-lead Mila Metcalf to join Airen Lydick

Learning Gardens

- o Blueberry Park
 - o First day March 15th: 5-6pm class on mushrooms
 - o Kids Cultivate dates: July 11-Aug 8th 12:30-2pm
- o Raab Youth
 - o New garden fence/gates being installed now



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oFirst day March 29th

oSummer program dates: June 25-Aug 13

oAnna Smith

oShed in planning stages

oFirst day March 28th

oMartha & Mary Kids summer program: June 27-August 8th

oHeritage Garden started March 6th

oRaab P patch Orientation for gardeners: March 17th 10-12

MG Training 2018

oGarden work party days:

oApril 6th Blueberry Park followed by Raab Park

oApril 13th Heritage Garden followed by Anna Smith

oGraduation: November 4th from 2-4

SK Garden Search

•Committee scheduled to visit Pierce County MG demo garden in Gig Harbor April 18th

MG Roster 2018

•Complete week of 3/5

•Garden and clinic leads received their lists of MGs to schedule/contact

•Who's Who & What's What 2018 in draft form

Organic Vegetable Gardening Class 2018

•Last class March 3rd

•Follow up meeting scheduled for March 20th 9:30 am

Educational Outreach Events

•March 16-18th Peninsula Home & Garden Show

•March 24th Spring Fling Bremerton City Nursery

•Manette Edible Gardens Tour de Coop August 4th

GREAT GIVE 2018 – Donna Rae George

Co-Authored by Jim Rodman

•Attached is the input provided to the Kitsap Great Give 2018 website

•The KGG one day giving will be on April 24, 2018.

•We are allowed to begin advertising on March 24, 2018.



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Please tell us a brief story (250 words or less) that shows how donations made to your organization during the 2017 Kitsap Great Give made an impact on our community.

Highlights for 2017 include: Youth programs at Poulsbo's Raab Park and at Bremerton's Blueberry Park and Anna Smith Garden with over 200 children participating, as well as nearly over 3,200 lbs of fresh organic fruits and vegetables donated to food banks by Master Gardeners across the county. Clinics at Farmers Markets and at the Kitsap Fair in August help local gardeners enjoy gardening by responding to over 6,200 inquiries last year alone.

Tell us why you are participating in the Kitsap Great Give again?

The Kitsap Great Give provides opportunity to connect with other county nonprofits; a unifying experience! It gives residents greater exposure to the valuable work the Master Gardener Foundation of Kitsap County does to enhance awareness of sustainable gardening practices and gives people a chance to support this work. The matching dollars received bring additional financial support to all the nonprofits that participate, thereby achieving a win-win for everyone!

Within the past 12 months, what client story or program outcomes best show how the Organization has accomplished its mission?

Educating the public is the mission and passion of Master Gardeners. Besides our Demonstration Gardens here in Kitsap County we also conduct Seminars (open to everyone) from January to June. We cover a wide variety of subjects from season to season such as; growing tomatoes, lawn care, pruning, and soil preparation and testing. We hope this knowledge translates into better gardens and happier gardeners.

Provide any additional description of the Organization that you'd like and explain how the Kitsap Great Give funding will help your organization.

What does a garden need most? The most important element of a garden - WATER! This year all funds donated through the Kitsap Great Give for the MGFKC will be allocated to improving the irrigation systems in our Demonstration Gardens. The summer season is hotter and our plants need the extra attention and irrigation to survive and thrive. Visit us to see the results at any of our 4 gardens!