



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.

July 17, 2017 Board Meeting Unapproved Minutes

CALL TO ORDER

President Marcia Harris called the monthly Master Gardener Foundation board meeting to order at 1:04pm at the Homebuilders office on Monday, July 17, 2017.

Board members in attendance were

Executive Board Members:

President Marcia Harris

Vice President Donna Rae George

Secretary John Andrews

Treasurer Joyce Schlote

Directors-at-Large:

Gayle Larson

Tom Boullion

Jackie Siler

Claudia Thompson (absent)

Horticultural Advisor: Colleen Miko

Guests: None.

Smile for the Day: Colleen hid behind a feline mask since she did not have a joke to share.

Today's Agenda: John moves, Tom seconded. Approved.

CONSENT AGENDA— Jackie moved, Tom seconded. Approved. It was suggested that John send out a reminder to ask for reports on Monday of the week before the meeting. He will do that starting in September.

Secretary's Report – John Andrews

June meeting minutes were approved as submitted.

Treasurer's Report – Joyce Schlote

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

Horticulture Report—Colleen Miko: MG Program Coordinator

The July Horticultural reports were emailed to all board members. Donna Rae asked question about the hotmail use which was clarified by Colleen.

STANDING COMMITTEE REPORTS:

Communications Committee: report was emailed.

Programs Committee (Tours & Seminars): report was emailed.

Resource Committee: Sherry emailed a summary report inside a letter to everyone.

Nominating Committee: no report filed.



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Audit Committee: no report filed.

Finance Committee: no report filed.

SPECIAL COMMITTEE REPORTS:

Plant Sale Committee: no report filed

Plant Salvage Committee: no report filed.

2018 Committee Chairs:

Great Give & MGFWS Report: Included in Sherry's report.

Social Event on Sept. 17: Joyce expressed a need to have an update on the planning and the number of people who have registered to date.

FOUNDATION BUSINESS:

- 1. Policy Committee: Resolution of Conflict/Differences Policy.** Joyce sent out the policy with one recommended changing "membership" to "master gardeners." Joyce moved to accept the proposed change. Gayle seconded. Approved.
- 2. Income & Expenditure Template for Event Planning.** A draft of this template was emailed to all board members created by Jackie and Joyce. Joyce explained why they decided on a simple worksheet instead of a spreadsheet to accommodate a variety of events. This will be used by anyone or any group deciding to sponsor/plan an event in order to spell out all the details and outline the potential income and expenses. Colleen suggested maybe adding a section to explain purpose, goals, etc. Donna Rae will work with Joyce to add some instructions in how to fill it out. Tom suggested adding a date on the bottom of the most recent revision. Gayle moved to accept template, Tom seconded. Approved.
- 3. Goal Setting 2018-2020: Strategic Planning Committee Up-date.** Marcia, Tom, and Joyce met and discussed the following areas in order to become better and stronger as we move forward.
 - *Financial Goals: We should have a story to share about the purposes and needs of MGs. This will drive our reasons for fundraising. Gardens would be asked for their "dreams". Tom went on the Bainbridge garden tour and he thought that would be a great idea for Kitsap to adopt.
 - *Event Sponsorships: Colleen explained that the process is pretty basic. There is a new MG that has experience and some good ideas for various events that we already have (seminars, plant sale). There was lots of discussion brainstorming the different ways to utilize sponsors and how to give them recognition.
 - *Great Give: Discussion around the value and whether to continue. How do we spread the word? Effort should be made to get those who are not MGs be given the opportunity to donate. Colleen suggested that our role should revolve around 'what is the purpose of fundraising.' Legacy donating was mentioned as another possibility. We would like to have more people contribute in some way.
 - *Communication: What is it that we are spending money on that makes a difference? We have a lot of brochures—are they worth the cost? Value to the public seems to depend on whether there is something that is of interest to them. Suggestion to



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combine most of the small brochures into one, but not make it too busy. Short radio spots; larger posters were also discussed.

*New Garden in South County. New Farmer's Market in Silverdale. Tom asked for permission to search for list/map of city parks, etc. Is there an interest in having a garden in Port Orchard? Colleen suggested that he talk with individuals that have a history of living there and have a good idea of location. Silverdale's farmer's market has about 15 kiosks run by farmers and seemed to have a good attendance. Discussion about whether we should have a clinic at that market. Colleen will research getting involved in both for next year. Need to know if there are enough MG interest to be involved. Donna Rae is willing to put out a survey to determine the interest. Presently we have almost 300 volunteers—there needs to be a balance between having enough locations for them to work and whether their time is worth it.

4. **Open Committee Positions and Officers for 2018**—Marcia outlined the positions which will be open for next year to be thinking ahead. Tom and Jackie are on one year position. We need a seminar and merchandizing chairs for next year. Treasurer and Vice President positions will be open. There was a form that new MGs filled out in the past if they had an interest in helping in various locations. Donna Rae is looking for that form and suggested that we do a shout out targeting certain groups with the offer to help in certain areas.
5. **Whaling Day is July 29**—Joyce gave information on where to start for those who want to be a part of the parade.
6. **Future Garden Presentations.** Marcia is interested in any questions to ask them when they present.
7. **Year End Celebration.** Tabled.
8. **State Conference Donations items for State Foundation.** Discussion about what should be donated. We have donated money in the past since donated items sometimes are not always popular for the auction. Joyce moved, Donna Rae seconded making a cash donation of \$250. Approved.

ANNOUNCEMENTS

1. **Plant Salvage Team update**---John reported that we have added a new team leader: Sheila Anderson. Sheila attended nine digs last year while commuting from Seattle and has been eager to assist the salvage team in meeting its goals. She will help Linda Wells with scouting and be a valuable addition to the team leadership. The leadership team is scheduled to meet on July 26 to review last year's results and plan for this next season.
2. **MGFKC 2017 Master Gardener Nominee**—Colleen will not hear whether our nominee will be selected. Discussion occurred as to how to thank and recognize this person by MGFKC.
3. **Social Event Update**—There is a concern as to how much interest there is to attend. A save the date was sent out and another meeting of the planning committee is scheduled in August. Marcia and Donna Rae will attend this meeting.
4. **Communications Flowchart**—no one has talked with Kim to see what she has developed. We will need someone to be the Wix Shoutout for next year. Need to find a replacement to do graphic arts for the Westsound Magazine. Donna Rae will email Cathy Goble to find out the parameter levels and work with her.



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5. **Policy committee** is planning on eliminating the position of Resource Committee if the the board adopts that role.

Meeting was adjourned at 3:01pm.

Next Meeting is Monday September 18 at 1:00pm.