



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 16, 2018 Unapproved Board Meeting Minutes

CALL TO ORDER

President Donna Rae George called the monthly Master Gardener Foundation board meeting to order at 1:03 pm on Monday July 16, 2018 at the Home Builders Association Building.

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. (Absent)

Horticultural Advisor: Colleen Miko

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

Guests: None

TODAY'S AGENDA

CONSENT AGENDA. Call for the vote of items as presented. Approved.

Secretary's Report – John Andrews

May's meeting minutes were approved as submitted

Treasurer's Report – Joyce Schlote

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

Horticulture Report–Colleen Miko: MG Program Coordinator

The June/July Horticultural report was emailed to all members.

STANDING COMMITTEE REPORTS:

Nominating Committee: no report filed.

Audit Committee: no report filed.

Finance Committee: no report filed.

SPECIAL COMMITTEE REPORTS:

Plant Sale Committee: report of merchandise sold was emailed to all members.

Plant Salvage Committee: report of annual meeting was emailed to all members.

Merchandizing Committee: no report filed.



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ADDITIONAL AGENDA ITEMS: Tom mentioned that he was at the Juneteenth Celebration and noted that there are very few black MGs. Colleen stated that there are 17% non-whites in Kitsap County. It is an ongoing process to advertise to minority classes. Scholarships are available for MG training. Discussion ensued on how can extension service work to increase our minority population.

UNFINISHED BUSINESS:

1. Sponsorships: Status of preliminary policy and procedure. (Tabled)

Status of thank you letters: Celia stated that we are in the final stages for thanking this year's sponsors.

2. Seminars: Gayle moved to reopen the previous motion on seminars. Vote passed. Donna Rae mentioned that there were a number of obstacles to having seminars on Saturdays that surfaced since our May meeting. She suggested that we continue to have seminars on Wednesdays in January through April and then two Saturdays in the fall (Sept-Oct) for four hours each. Apparently the parking issue was only a problem for the board and subsequent surveys of attendees did not reflect that concern (Parking is not getting any better with more activity with shipyard and other businesses moving into the area.) Thoughts about splitting the seminars included the possibility of more speakers available and different topics for fall planting and how to prepare garden for fall. Colleen mentioned that the office receives a number of calls wanting to attend different classes after summer. It is important to set dates and reserve the building. We need to find a seminar coordinator for Spring 2019 and possibly that could be different person for the fall.

New motion: Donna Rae moved that we have four spring seminars on the second Wednesday of month and we have two fall seminars on Saturday dates to be determined. Vote passed unanimously.

3. Grant Matching: Status of Grant Matching from the gardens. There are three gardens who have received grants: Raab Park \$500. Heritage \$200 Anna Smith \$200. And all three are receiving grant matches. Sept. 30 is the last date that gardens can submit receipts.

4. Anna Smith Garden. Colleen reported that their new shed expenses will not be covered by potential grants. They are looking for donations to help cover the expenses that Lee and Jim have already spent. Donation forms will be sent to them. One thought was that the Great Give money (1/4 of total) be put toward their shed instead of irrigation. They had \$3500, garden budget \$1200, another \$200 grant which was matched and has been allocated. It was pointed out that the Great Give funds were set aside for the purpose of irrigation at the gardens and that can't be changed. Another idea of spending part of next year's budget was not favorably accepted as that would set a precedent.

5. Invitation to Gardens. Do we want them to come before the board like last year? General feeling was yes, but how? Separate meeting? It was decided to have an extra board meeting in late October for all 4 gardens to come and report—date TBD.

NEW BUSINESS:

1. Financial Policies (rest were tabled).

a. Reimbursement Policy.

b. Disbursement Policy. Joyce suggested one change in second paragraph under guidelines and procedures: Add: **Expenses in excess of budget must have prior board approval by amending the budget.** It was suggested that a person should be named for each garden or committee that is responsible for



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tracking expenses and that person would receive an itemized report monthly from Vickie. Change to his policy will be incorporated for acceptance at the next meeting.

c. Cash Handling Policy.

d. Electronic Payment Policy.

e. Donations and Grants Policy.

2. Openings on Board for next year.

Board Secretary will not be extending for another two years.

Gayle's At-Large position will be open.

New Vice President will need to be elected.

Committee chairs needed: Seminars, Tours, Communications, Finance

3. Whaling Days Parade. We will not be participating this year.

ANNOUNCEMENTS

FUTURE AGENDA ITEMS

1. Four year goals.

Meeting was adjourned at 2:55 PM.

Next Meeting is Monday September 17, 2018.