



## 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 20, 2017 Board Meeting Minutes

#### CALL TO ORDER

President Marcia Harris called the monthly Master Gardener Foundation board meeting to order at 1:25pm at the WSU classroom on Monday, February 20, 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

Claudia Thompson

Horticultural Advisor: Colleen Miko

Guests: Jackie Siler

Joke for the Day: Claudia related a flower story related to florist friars.

#### REPORTS:

##### Secretary's Report – John Andrews

February meeting minutes were approved as submitted.

##### Treasurer's Report – Joyce Schlote

#### Master Gardener Foundation of Kitsap County Assets As of February 28, 2017

	Feb 28, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Debit Card checking	92.88
Kitsap Credit Union Checking	15,664.81
Money Market	2,913.42
Savings Capital Improve	1,000.02
<b>Kitsap Credit Union CDs</b>	
CD 01 (9/14/20) Emergency fund	8,500.00
CD 04 (1/9/17) Emergency Fund	3,500.00
CD 09 (6/2/18) Fund Raising	5,000.00
CD 12 (4/11/18) Fund Raising	4,000.00
CD 08 (1/9/17) Income	5,000.00

Averaging	
CD 11 (4/11/18)Income	5,000.00
Averaging	
Total Kitsap Credit Union CDs	31,000.00
Total Checking/Savings	50,671.13
Total Current Assets	50,671.13
<b>TOTAL ASSETS</b>	<b>50,671.13</b>
LIABILITIES & EQUITY	0.00

## MGFKC Profit & Loss Budget vs. Actual January through February 2017

	Jan - Feb 17	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Foundation Revenue</b>			
Reward Cards	47.16	350.00	-302.84
Donations	75.00	2,500.00	-2,425.00
Interest-Savings-CDs	49.81	275.00	-225.19
<b>Merchandise Sales</b>			
glove sales		323.00	
Merchandise Sales - Other	0.00	4,500.00	-4,500.00
<b>Total Merchandise Sales</b>	<b>323.00</b>	<b>4,500.00</b>	<b>-4,177.00</b>
<b>Plant Sale</b>			
Plants Sold	0.00	14,000.00	-14,000.00
<b>Total Plant Sale</b>	<b>0.00</b>	<b>14,000.00</b>	<b>-14,000.00</b>
Seminars Income	455.00	850.00	-395.00
<b>Total Foundation Revenue</b>	<b>949.97</b>	<b>22,475.00</b>	<b>-21,525.03</b>
<b>Expense</b>			
<b>Foundation Expenses</b>			
<b>Administration</b>			
Communications			
Constant Contact Office Help	0.00	500.00	-500.00
communication committee	299.00	800.00	-501.00
<b>Total Communications</b>	<b>299.00</b>	<b>1,300.00</b>	<b>-1,001.00</b>
<b>Office expenses</b>			
Storage Rent	1,308.00	1,320.00	-12.00
General Admin	30.00	2,400.00	-2,370.00
<b>Expenses</b>			
<b>Total Office expenses</b>	<b>1,338.00</b>	<b>3,720.00</b>	<b>-2,382.00</b>
State Representative expenses	0.00	400.00	-400.00
<b>Total Administration</b>	<b>1,637.00</b>	<b>5,420.00</b>	<b>-3,783.00</b>
<b>Fund Raisers</b>			
Credit Card Device Connections	60.00	300.00	-240.00
Future fund raising events	0.00	350.02	-350.02
<b>Merchandise Expenses</b>	<b>3,000.64</b>	<b>3,700.00</b>	<b>-699.36</b>
<b>Plant Sale</b>			
Plant Sale Main expenses	203.75	2,980.00	-2,776.25
Salvage Team	0.00	500.00	-500.00
<b>Total Plant Sale</b>	<b>203.75</b>	<b>3,480.00</b>	<b>-3,276.25</b>
<b>Total Fund Raisers</b>	<b>3,264.39</b>	<b>7,830.02</b>	<b>-4,565.63</b>
<b>Total Foundation Expenses</b>	<b>4,901.39</b>	<b>13,250.02</b>	<b>-8,348.63</b>
<b>Program Expense</b>			
Clinics	3,827.70	4,253.00	-425.30
<b>Ancillary Projects</b>			
Sign up genius	107.89	108.00	-0.11

Horticulture Report—Colleen Miko: MG Program Coordinator

The March Horticultural report is attached. At the meeting, Colleen shared a list of “2016 Program Impacts” including all the volunteer hours contributed in the last year, number of garden related questions at the diagnostic clinics, etc. This document will be shared with other organizations to help show that the MG involvement is making a difference. Her goal last year was to get the Clean Water Kitsap to help fund our efforts, which they did. She will wait until the WSU decides where their emphasis will be in order to make a goal for 2016 statistics.

## **HORTICULTURE REPORT March 15, 2017**

By: Colleen Miko

### Clinics:

- All leads received 2017 lists of MGs 3/9
- Port Orchard
  - Need new co-lead Port Orchard Sylvia Fradkin—welcome!!
  - Orientation 4/15 8:30 at market
  - Start date April 15
- Bremerton
  - New market manager Jess Sappington (Brandy Williams met with her 3/7)
  - Needs new canopy for 2017
  - Orientation 4/27 in afternoon at picnic shelter Evergreen Park
  - Start date: May 4
- Poulsbo
  - New location: Gateway church parking lot
  - Orientation 3/25 in the am location TBD
  - Start date April 1st
- Kingston
  - Orientation 5/6 at 8:30 at market
  - Start date: May 6
- Bainbridge
  - Orientation 4/1 8:30 at market
  - Start date: April 1
- Office Clinic
  - Rookie MGs began shifts 3/20 and will continue through 9/29
  - MGs scheduling now through Signup Genius for all of 2017
- Travelling Clinic
  - Co-lead needed to replace Mary Anderson
  - First event Home Show 3/17-3/19
    - New Natural Yard Care display materials for booth
    - Plant sale bookmarks & poster ready for this
- In April, I will prepare 2016 re-cap letters for all Market managers with their stats going back to 2011

### Signup Genius

- MG training clinic orientation on 3/10 included training to use for office clinic
- Learning “Signup genius” for F/M clinic leads by Kim Fox on 3/22

### Clinic Box Materials Revamp & MG Training Clinic Orientation 3/10:

- Team of 8 MGs led by Chris Christiansen & Ruth Reinert—THANK YOU!
- Box 2 and MG information binder completely overhauled

- New Clinic Log sheet for 2017 to include better contact demographic information
- MG training orientation reviewed changes w/special session for cert MGs in afternoon—great attendance: 78 MGs (Thank you clinic leads!)
- All boxes ready to go to F/M clinic leads on 3/22

#### Clinic Log Data Entry 2016

- Original numbers reported in January are inaccurate—still needing to total these
- Still doing “lost” clinic log data entry

#### Stewardship Sites

- Received 2017 lists of MGs for their sites 3/13
- Manchester State Park
  - New lead team members wanted for Manchester State Park Native Plant Garden needed
  - April 22—MG on staff for Native Plant Appreciation celebration

#### Learning Gardens

- Garden leads received their 2017 lists of MGs 3/13
- Blueberry Park
  - No update MOA draft
  - First day work party 3/30 9-12
  - Learning Garden Shed dedication event 4/28<sup>th</sup> 1-3 (Mayor Lent is invited)
- Heritage Garden
  - No update MOA draft
  - Fair Board Meeting 3/8 Colleen presented on Heritage Garden—great work of MGs, history of garden, improvements, financial support MGFKC.
  - First day work party & grape pruning demo 3/14 9-11
- Anna Smith
  - Beginning of the season work party 4/5 9-12
  - Martha & Mary kids program 2017, 4 weeks 7/5-7/26
- Raab Youth
  - First work party day April 6 9-12
  - No West Sound Academy spring prep day 2017
- Raab P Patch
  - Gardener orientation March 18<sup>th</sup> 10-12
- Kitsap County Solid Waste Dept. Partnership
  - Donated single use composter and fork to Raab P Patch
  - Offering signage for composting demo sites (Anna Smith, Heritage & Blueberry)
  - Feature in “Everyday Kitsap” Magazine on compost demo sites

#### MG Training 2017

- 39 rookie MGs
- More than ½ way through!!
- Rookie Garden days:
  - April 7<sup>th</sup> Anna Smith 9-11:30; Heritage 11:45-2 with lunch
  - April 14—Raab Park 9-12 with lunch; Blueberry 12:30-2:30

#### Organic Vegetable Gardening Class 2017

- Successfully completed March 11; thank you MG instructors!!!

- 22-29 attended each of the four classes
- Possibility of class in June for “All Season Gardening”

#### Kitsap County Volunteer Recognition Event

- Scheduled at county admin bldg. in Port Orchard
- April 26<sup>th</sup> in the late afternoon/early evening

#### Educational Outreach Events

- Peninsula Home & Garden Show, March 17-19<sup>th</sup>
- Heronswood Plant Sale, April 1st
- Friends of Manchester Library Plant Sale, April 22<sup>nd</sup>
- Manchester State Park, Native Plant Appreciation Week booth, April 22

Marcia wanted to know if there is interest in developing a postcard-size handout that would have some of these statistics to be able to spread around at community events and the various farmers markets. She will talk with Kim Fox to see if someone on the communication committee would like to take that on as a project.

### **STANDING COMMITTEE REPORTS:**

#### **Communications Committee:**

March 2017

Communication Committee Report – *Kim Fox, Chair*

1. Constant Contact: Donna Rae George & Kim Fox will propose using Wix.com for MGFKC internal communications. We hope to add this to the agenda for the upcoming board meeting. In the meantime, we are using Hari Stone and constant contact for any publishing of communications.
2. Foundation Website: Donna Rae has made numerous updates to the website to reflect Seminars, etc.
3. West Sound Home & Garden (WSHG) Advertising – Kathy Goble has submitted the May/June Ad to WSHG. We have agreed to use last year’s art work for the Jul/Aug issue.
4. For the time being, Kathy Goble will continue to support us for Advertising using her personal copy of Adobe Photoshop.
5. Publicity - Kate Gormley resigned as lead for Publicity. No action has been taken to find her replacement.

**Seminar Committee:** report is included in the Programs Committee report.

#### **Programs Committee:**

MGF Board Report

March 20, 2017

#### **SPECIAL EVENT:**

Sherry Kanode, Special Event chair, is presenting, separate from this report, a full request to the Board for approval of a special event in September. This report covers purpose, location, and all requirements, budget and procedures involved in this event. It is recommended that the board approve this request, as it benefits all MGs.

#### **SEMINARS:**

Kathy Hawkins and Amy Churchill, co-chairs report an especially successful February seminar featuring Marianne Binetti with 114 MGs and 47 guests attending. \$160 was collected, well on target to reach \$600 goal.

The Board is urged to assist in recruiting new chairs to work with this committee now to plan for 2018.

TOURS:

Gayle Larson is connecting with providers; two tours will be evening tours, two others will be daytime events. A full schedule and advertising materials will be presented by the April Board meeting.

Respectfully submitted,

Barbara MacKenzie, Chair, Program Committee

**Resource Committee:**

Master Gardener Foundation of Kitsap County

2017 Social Event

Planning Team Notes

Revised: 3/18/17

**What:** Social event to replace prior annual membership meeting. Note: There has not been a large scale social opportunity for Master Gardeners since the 2013 Auction Gala and many MGs have expressed a desire to have a social event.

**When:** Sunday, September 17, 2017 from 2:00 - 4:00 p.m.

**Where:** Manchester State Park - Torpedo Room

**Why:**

- Provide Master Gardeners an opportunity to visit with and enjoy one another in a relaxing social setting,
- Recognize the many MGs who give hours of support to the Foundation,
- Acknowledge and celebrate the Foundation's accomplishments,
- Provide feedback as to the financial strength of the organization, and
- Present the future vision the MGFKC Board has set.

**Who:** All WSU Kitsap Extension Master Gardeners in good standing, their spouses and families will be invited to attend this event.

**Planning Notes:**

**Facts:**

- Rental includes the Torpedo Room, capacity: 150, and the grounds immediately surrounding the building. There are 17 large picnic tables w/ eight people easily fitting around one table inside the room. Several large

picnic tables are outside along with many BBQ grills. Additional tables and chairs can be brought in.

- Wine is approved for consumption within the Torpedo Room and adjacent rented outdoor space; however no alcohol is permitted beyond the rented space across the street or on any other park grounds.
- Outdoor grounds can accommodate games; one horseshoe setup is available.
- One electrical outlet only, but can add more with an extension cord.
- All parks require either a Discovery pass to enter or a daily car fee of \$10.00 for parking; the planning team attempted to negotiate a waiver of the fee, but it is not allowed. There is plenty of parking available including handicapped parking depending on the logistics selected.
- No microphones are allowed since it is a park setting.
- There are lights in the covered pavilion, but no heat except a large open fireplace, we provide wood.
- Rental cost for one day is: \$207.62 and the facility is not reserved until the full amount is received by the parks staff.

### **Our Thinking:**

- To generate income to cover the event: decorated wine glasses will be sold for \$5.00, \$7.00, or \$10.00 each. With the purchase of a glass, two tickets will be given for a glass of wine and one refill.
- Since the event is held in the mid-afternoon, finger foods will be offered, such as chocolate desserts, cheese and crackers, and other light snacks. It was discussed to provide the snacks so MGs don't have to pot luck this event. The planning team will look into asking local sources to donate some food items, for example Amy's Decadent Chocolates, and others as appropriate to cut costs.
- Kathy is looking into supplying compostable small plates, napkins, and cups. We could borrow the office coffee and hot water containers or have Starbucks donate coffee.
- Kathy will ask talented MGs to put together some greenery pots to spiff up the building and create a homey atmosphere.
- Amy and Kathy have already priced bottles of wine at \$2.99 per bottle.
- MGs will be encouraged to carpool from Safeway in Port Orchard to save on costs to MGs. There is an additional parking option that the planning team needs to look into; it may require a \$50.00 donation.
- Invitations will go out and the design will be determined.
- We brainstormed on a name for this event, one idea was: 'Labors of Love' since this is being held in September after Labor Day. The team is open to suggestions for an event name.
- The learning gardens or other groups will be asked to donate a basket or other garden themed items to be silent auctioned off which will help pay for the event.
- Various tables will be set up for the Foundation to inform MGs of the state of the Foundation, such as one table for finances, another for future plans and

visions with a suggestion box to solicit new ideas and feedback. The information tables will not necessarily need to be manned.

**Finances:**

**Costs:**

- Bldg. rental \$207.62 & additional parking fee donation, if applicable: \$50.00
- Wine \$107.64 (three cases; 36 bottles at \$2.99 each)
- Plates, cups, napkins \$ Kathy is pricing, est. \$40.00
- Desserts, cheese, crackers \$ Kathy is pricing, est. \$150.00
- Coffee, tea, sugar, creamer \$ Kathy is pricing, the team will ask Starbucks to donate
- Liquor license Will need someone to pour, not sure of cost, est. \$100.00

**Total: \$655.26 est.**

**Income:**

- Selling glasses at \$5.00 ea., would need to sell 122 glasses to pay for the estimated costs
- Selling glasses at \$7.00 ea., would need to sell 87 glasses to pay for the estimated costs
- Selling glasses at \$10.00 ea., would need to sell 61 glasses to pay for the estimated costs
- Estimated income will also be generated from a silent auction of gardening baskets at \$200.00 - \$300.00

**Total: \$810.00 - \$910.00 at \$5.00/glass includes**

**auction income**

**\$809.00 - \$909.00 at \$7.00/glass includes**

**auction income**

**\$810.00 - \$910.00 at \$10.00/glass includes**

**auction income**

Please note that the planning team will not be able to move forward without securing a venue location and we are competing with weddings during September so it is most important to submit a deposit as soon as possible. The payment to reserve the facility is partially refundable depending on when requested.

The planning team is under the impression that the MGFKC Board voted to hold this event; if the Board is having second thoughts the planning team needs to know the final decision: Do we need to plan this event or not?

Respectfully submitted by:

Amy Churchill, Kathy Hawkins, Sherry Kanode, and Barbara MacKenzie  
Planning Team Members



**Board of Directors Meeting  
March 20, 2017  
MGFWS Representative and Committee Reports**

**MGFWS (Master Gardener Foundation of Washington State) Representative Report:**

- The first quarterly meeting was rescheduled from Friday, Feb. 24, to Thurs., Mar. 3, in Everett, WA.
- I was unable to attend the rescheduled meeting due to a prior commitment. No report from Kitsap County was submitted.
- Any pertinent email communication I receive as the county representative will be passed on to both the President and Secretary. Kathleen Eaton, President, sent out two documents: 1) WSU Extension Master Gardener Program Report, five pages; and 2) MGFWS Offers Value for You!, three pages. Both documents have valuable information that all Board members could use during their terms and beyond.
- The next issue of *Seeds for Thought* newsletter will be published May 1. Articles are now being solicited for information on: vegetable gardening, wise watering techniques, and best practices leading into summer months. Fliers publicizing spring & summer events are now welcome! Events occurring before the May publication date may be included for separate distribution. The preferred format for fliers is either JPG or PNG. All questions and contributions should be directed to Erin Landon at [editormgfws@gmail.com](mailto:editormgfws@gmail.com). (Paraphrased from email received from John Strong, Secretary)

**Special Committee Reports:**

**Kitsap Great Give (KGG) Report (as of 3/18/17):**

- Colleen's 2016 Impacts data will be used to aid in creating and telling our story of MGs and how the Foundation supports the WSU program; the following is help that is needed:
  - To create our story;
  - For our story to have impact, the Foundation Board needs to decide on a goal for the KGG, why and what they want to raise funds for and how much;
  - Help is also needed with technology: utilizing Facebook, Twitter, and other social media avenues in developing our list of donors; utilizing KGG logos accessed via electronically, and working with our webmaster in advertising on our website or with others who are knowledgeable in technology software.

**Standing Committee Reports:**

**Resource Development Committee Report:**

- I am waiting to receive confirmation from the Board concerning their decision regarding the 2017 role of the chair person. As the chair, do I follow current Board Policy & Procedures for this committee or will the Board adopt a new job description and therefore the expectations of the chair position changes.
- Will the new Merchandise Manager position fall under the Resource Development Committee?
- Does the Board need additional ideas as to raising funds in 2017; is there a need for this Standing Committee this year? All of the work completed by the previous committee was outstanding and is on file; the Board can refer to it at any time, there are numerous suggestions as to fundraising ideas already in place.
- **Glove Sales:**
  - March 8 and 11 gloves were sold by me at the MGFKC education seminar and the Organic Vegetable Gardening class
  - Amy Churchill sold gloves at the March 3 MG Training
  - Total income from sales at events in March: \$231.00
- **Spirit Wear Sales:**
  - Donna Rae George is handling the sale of spirit wear merchandise; she sold items at the March 8 seminar
  - Total income from sales: TBD

**Supplement to Program Committee Report:**

- As requested: a "business plan" and timeline was created detailing costs, etc. of the 2017 Special Event for the Board's review and vote. This two-page document was submitted to the Board President after 3/3/17, the date it was created.
- To date a reply referring to the plan has not been received; the two-page document was submitted to the Secretary.

- As noted in the February BOD meeting minutes, a motion was made, seconded, and approved to upfront the rental cost for the Torpedo Room at Manchester State Park.
- Confirmation is needed for the planning team to move forward.

**Nominating Committee:** no report filed.

**Audit Committee:**

On March 14, 2017, the Audit Committee, composed of myself, Donna Rae George and Jackie Siler, met to review the Foundation's financial records for calendar year 2016 with the assistance of our Treasurer, Joyce Schlote.

Our report, which shows that we found the records to be in good order, is attached. I recommend that the audit checklist form be revised to conform to the notations made on this year's report, which reflect what the committee can review with the Treasurer given the Foundation's utilization of cloud storage of its financial records, or to conform to whatever additional assessment it wishes the committee to undertake in the future. Jackie Siler, Donna Rae George and Joyce Schlote will be at the March 20 meeting, if other Boardmembers have questions about the audit.

**Finance Committee:** no report filed.

**SPECIAL COMMITTEE REPORTS:**

**Plant Sale Committee:**

MGFKC Plant Sale Committee Meeting Minutes  
March 8, 2017

- ❖ Attendance: Tom Boullion, Donna Rae George, Jill Ray, Linda Wells, Kim Fox, Gayle Larson, Lynn McIntyre, Sherry Kanode, Joyce Schlote, Marcia Harris

Note: absences caused by weather (snow)

- Call to order: 11:05 by Tom Boullion.

1. Recap/Update/clarification of last meeting discussion items:

- Recruiting: Plant Sale Committee & Salvage Team will present to the 2017 MG Class on Mar 24<sup>th</sup>. Donna Rae will demonstrate the iPad cashiering process.
- Update on team Leads:
  - Ann Lee as Printing Coordinator will be responsible for putting out posters on the ferries. Lynn said she would do Bainbridge Island, while Tom will cover Silverdale. Someone needs to be recruited for the Bremerton area. Printing will be accomplished by the Extension Office
  - Gayle reported that we should consider at least 20 sets of the AgriBon set (3 hoops and a 20-foot length of material). Prices for the pipe are relatively the same between Home Depot and Lowe's for the pipe. Gayle stated that the hoops are roughly \$7.50 and the material runs about \$12.00, so the kits should be sold at about \$30.00. Binder clips will also be included in the kits (no cost available at this time).
- Plants:

- Gayle - “Salad Bowls” (about 20 is planned), hanging baskets (probably about 4) and herbs will be offered and sales tracked. Additionally, she will be setting up lettuce flats to offer to the MG class
- Linda – We should be getting plant lists from the Salvage Team by May 7<sup>th</sup>.
- Signage:
  - Need “No Carts Beyond This Point” sign.
  - Need sandwich board sign “placers”. Tom will investigate with the county Public Works whether we can place them within right-of-ways, and if we can, whether or not we need a permit.
- Spirit Wear & other sale items: Aprons, Agribon, Felt totes, garden gloves, metal hoops, & soil/compost sifters.

**New Business:**

- Linda – Feels pricing is too high, requests that something that would be priced at \$10 be set at \$8, and so forth. The plants aren’t nursery-level quality, so should be set accordingly. Also pay attention to slow sellers and non-movers, and offer at bigger discounts.
- Tom reported that the West Sound Beekeepers are interested in staffing an information booth at the sale. They will get back to us by the end of the month. Donna Rae suggested offering informational booth space to other related organizations, like the Peninsula Fruit Club for a set fee.

❖ Meeting adjourned at 12:35pm

**Plant Salvage Committee:** no report filed.

**APPROVAL OF CONSENT AGENDA:** Tom moved, Gayle seconded. approved.

**FOUNDATION BUSINESS:**

1. **September Social Event** - Sherry had emailed out an itinerary including some budget items and projections on how those would be covered. Joyce questioned if the projected numbers are accurate and would bring in enough revenue to offset expenses. John mentioned that the purpose of the event was primarily to get master gardeners together to socialize and that goal should not get bogged down with lots of factors involving costs. Claudia agreed that we are trying to coordinate an event as opposed to providing a money-making event. Discussion then revolved around possibly having MGs bringing snack foods and their own drinks instead of having a wine bar, etc. Question arose as to whether the State Park would allow alcohol brought in without a permit. A google poll of possible attendees was also suggested to gauge the interest in attending. These ideas will be forwarded to the Resource Committee for their consideration at their next meeting. John moved, Donna Rae seconded that we advance money (\$207) to secure the location for the social event to be held on Sunday September 17. Approved.

2. **2016 Audit Committee Report** ~ Donna Rae, Jackie, and Linda Wells met. They discussed topics like quick books, payments, etc. and recommended changes to policies and procedures committee.
3. **Budget: WSU Extension Printing Change** ~ There has been a change as to how WSU Kitsap Extension needs to deposit checks for printing foundation materials (such as plant sale bookmarks). Colleen explained how the foundation provides funding to her office in the form of a donation to a particular kind of account administered by WSU Pullman free of banking fees. From now on, Colleen will provide the foundation treasurer the dollar amount needed to cover foundation-based printing so that a donation can be made for that purpose. After this year, it may be decided that an estimate of foundation printing costs be included in the annual donation made to the Master Gardener Program through WSU Extension.
4. **Board Resignation and Replacement** ~ Donna Rae moved that we unfortunately accept Mary Anderson's resignation, John seconded. Passed. This position is open now open to fill until the end of this year. The nomination committee recommends Jackie Siler. Joyce & Donna Rae gave sterling recommendations of Jackie's skill set and willingness to work hard. Marcia moved, Claudia seconded. Approved. Jackie was present and assumed the position immediately.
5. **Website/Electronic Newsletter Vendor Change Proposal:** Donna Rae explained a different option for sending out notices to master gardeners. Wix.com works like constant contact; it has an app that works with it. [wix.com](http://wix.com) offers templates for its website and a premium membership. For \$8.60 a month, it can send out 20 "shout outs" a month. This would replace our contract with Constant Contact and save the foundation money. Last year we renewed our contract with Constant Contact for six months which is up at the end of March. If the change occurs, it would involve making new groupings of emails. After discussion of pros and cons, DR moved that we convert to [wix.com](http://wix.com) at the first of April as our communication tool. Marcia seconded. Passed.
6. **2018 Plant Sale Evaluation of Plant Sources** ~ (Note: Claudia thought this item was about a "plant sale" as it was misspelled in the agenda and she was ready to purchase.) Marcia mentioned that she had heard concerns that a few hardy souls are responsible for all the work of salvaging plants. John's records show that there is a core group of 15-18 individuals who are at most of the digs, but he did not sense that concern. Over the years, the PST has refined its procedures and specifically targeted plants that are popular sellers at the Plant Sale and avoiding noxious and invasive plants. Ann maintains an extensive spreadsheet of every plant we take to the sale as well as any that don't sell that year. That focus has moved the PST from opening the doors to anyone bringing plants as was done originally. This year, Amy has promoted an effort to get vegetable plants from other master gardeners to contribute

to the plant sale. Other groups have also been invited to be at the plant sale (fern garden, bee keeping) and a percentage of their income goes toward the plant sale profits.

7. **Strategic Planning Sub-Committee** ~ Marcia would like to have a small sub-committee to begin strategic planning for the future and to create a structure for longer term goals to move forward as a foundation. Marcia, Tom, Donna Rae, Joyce all expressed interest on being on this committee.
  
8. **Future April MGFKC Board Programs** ~ Jim Rodman will be making a presentation at the April Board meeting about the history of the MG foundation program on the Kitsap.

#### **ANNOUNCEMENTS**

1. **Plant Salvage Team update**---John announced that they had their first Spring dig and obtained 95 sword ferns and a dozen deer ferns from Tom's spread. Next dig on March 27 is small. Then two more in April. We have enough volunteers signed up for each. A call has gone out for help in transporting plants to fairgrounds on May 12 and we have 10 vehicles lined up so far. The team leaders will be presenting to the new interns this Friday.
  
2. Donna Rae noted that all the board members photos are on the MGFKC website.
  
3. We need two co-chairs for seminars for 2018.
  
4. Gayle noted that one of the evening tours July 20 will be to a water garden. August 15, also evening tour, will be at Colleen's house. Sept 9 tour at Jefferson beach in Kingston will highlight the evolution of a garden, lots of fruit trees,etc. Early October tour will be at Bloedel Garden.
  
5. John noted that he will be out of state and without internet during the first two weeks of April, so reports that are emailed in to him will be forward on Easter Sunday, the day before the next meeting.

Meeting was adjourned at 3:10 PM.

*Next Meeting is Monday April 17 at 1:00pm.*