



Master Gardener Foundation of Thurston County
3054 Carpenter Rd SE, Olympia, WA 98503
Board Meeting Minutes

January 12, 2022
Via Zoom Technology

5:00PM Call to Order by President Midge Price

Present:

Board Members, Midge Price, President, Barbara Baker, Past President, Pam Lovinger, Vice President, Sharon Parsons, State Representative, Ellen Wendt, Member at Large, Lucy Chaffin Treasurer, and Mary Eklund, Secretary.

Also Present: Cori Carlton, Program Manager, Roy Emory, Web committee, Julie Sandberg, Communications committee, JoAnn Reitzwood, Tools/Clothing committee
Barbara Baker moved that Mary Eklund be recognized as the new Board Secretary, Midge Price agreed seconded the motion and all the board members approved.

Old Business:

Midge recommended that we moved our meeting out of order and review the committee guidelines as our first order of business, allowing the committee chairs to present and discuss the proposed changes then be allowed to leave. Pam Lovinger as the new Vice President sent drafts of the Communications Team Committee Guidelines, Website Committee Guidelines, Handicraft Guidelines, Retail Clothing Committee Guidelines, and the Publicity Committee Guidelines.

JoAnn Reitzwood presented the **Retail Clothing Committee Guidelines**. The Board discussed and made minimal edits to item 4 under PROCEDURES that all retail and clothing are posted on appropriate websites. Cori did not think logoed clothing or items should be advertised on public sites.
She reported that Lynne Dearing has agreed to her backup on the committee.
The motion was put forward to accept the revised retail committee guidelines. Barb Baker moved to adopt the new Guidelines; Mary Eklund seconded. All board members agreed, motion carried.

There were several edit recommendations put forward for discussion on the **Communications Committee Guidelines** by the chair, Julie Sandberg. Barb Baker provided background on the development of this committee which is intended as an intraorganizational communication tool rather than an action committee.

Julie Sandberg discussed how the **Communications** and **Publicity Committees** had shared goals of ensuring consistency in communications including website, promotional, outreach, MG and MRC programs, that they be up to date and available in a timely fashion. She recommended that two of the bullets currently on the Communications Guidelines be moved to

the Publicity guidelines. Pam Lovinger noted that she would make the changes to the documents. Pam motioned that the Communications Committee Guidelines be adopted, Julie Sandberg seconded. All board members agreed, motion carried.

There was some discussion of who should be able to see the Guidelines. Roy Emory, who is the Webmaster, would like to see them and Midge said she would like to have them on the website. There was a motion by Pam to put the guidelines on the website, Julie Sandberg seconded, and the board unanimously approved.

Midge recommended that we defer further discussion of the Website, Handicrafts and Publicity guidelines for next month.

Board Reports

Minutes: Minutes of the December 8th Board meeting as well as the December 11th Annual meeting were presented by Pam Lovinger. The minutes were reviewed and unanimously approved.

Board Reports

Treasurer's Report – December 31, 2021, presented by Lucy Chaffin

YTD Income: \$41,848.99

YTD Expenses: \$34,097.00

Net Income: \$7,751.99

Current Assets:

1. Edward Jones: \$128,859.06
2. Heritage Bank Checking: \$24,877.99
3. Heritage Bank Savings: \$23,370.28

These investments are + \$1386.64 from last month.

Midge Price, Lucy Chaffin, Barb Baker and Bev Bartlett met with Eric Rowe for an annual review. \$15K from the money market was moved to the Managed Fund for the funds to work harder for the foundation.

Lucy noted that the Income and Expenses reports were clean without the in-kind donations and balances with Budget and Actual. As of December 31st, 2021, Plant Sale in-kind donations are included. Calendar Sales report as of December 31st, 2021, included dates from 4/1/2021 to 12/30/2021 which takes off the income and expenses from last year's sales. Lucy made note of the Squaxin Island Tribe unencumbered grant of \$500.00, The hope is that in 2022 we can finish the sign project with those funds.

Lucy discussed the challenges of tracking and appropriately charging sales taxes. She notes that the sales tax needs to be itemized and not included in the price of the purchase. It was agreed that any sales tax should be the burden of the purchaser not the foundation.

Pam made a proposal to accept the treasurer's report, Mary seconded the motion and the board unanimously approved.

Past-President:

Barb Baker asked if she could recycle all the 2020 plant sale posters. The Board agreed. There is also a new irrigation committee of which Barb has agreed to chair. Committee will include Barb Baker, Midge Price, Donna Doerer, Marie Kirk and Cori Carlton

Vice President:

See Committee reports

Member-at-Large:

Ellen Wendt is working on getting speakers for membership meetings. She hopes to have someone from Far Reaches to speak in February. If confirmed Ellen will send notice to Lynette, Diane Stranger and it will be posted in the Friday Flash. Barb said that she would continue to put out the zoom link.

State Foundation Representative:

Sharon Parsons note that she will be attending the Statewide foundation meetings and the monthly cluster meetings.

President:

Midge notes that the State Conference is still planning to take place this fall in Olympia. However, it is unclear, given the COVID restrictions how this will be formatted, likely hybrid. Cindy Hoover had to decline as the chair for the State Conference Planning Committee

Monthly Committee Reports

January 2022

Pam Lovinger, Vice President, received all the monthly reports and gave a brief overview.

Publicity – Pam Roberts, Chair

She submitted an article promoting our 2022 calendar to the State Foundation Newsletter, “Seeds for Thought.” It will be published in February.

Communications – Julie Sandberg, Chair

Julie Sandberg has volunteered to lead the Communications Committee. She has re-drafted the Committee Guidelines for our review,

Membership – Diane Stanger, Chair

2022 MEMBERSHIP STATUS REPORT AS OF January 11, 2021

Total Memberships to date.....	49
Certified MGs.....	40
Certified MG/MRCs.....	3
Certified MRCs.....	1
MG Interns	0
Associate Members.....	5

TOTAL..... 49

The Foundation gained 1 new Associate member who applied & paid on Oct. 28th. The remaining paid members are all renewals. One member paid twice and asked that the double payment be applied to his 2023 membership. This extra membership is not included in the total of 49 members. We finished 2021 with 147 total members.

Retail – JoAnn Reitzwood

No sales in 2022 – yet. JoAnn is working on a tool to calculate sales tax and include it in the price.

Calendar – Barb Baker, Chair

The total sales for the 2021 are in the year end Treasurer’s report. We must pay sales tax for online sales for 2021 and 2022. If possible, we will try to sell more calendars at in-person events in 2022. One idea is to finish the 2023 calendar before the September AEC Conference so we

can sell it at the event. Barb says the group will have no trouble meeting the deadlines to have it ready in late September.

Grants – Donna Doerer, Chair

In February, Donna will invite the chairs of the fundraising committees to a meeting to discuss coordinating sponsor and donor requests. The committee will meet on January 17th to identify potential funding needs and explore prospective funders.

The Squaxin Island Tribe granted us \$500 in December for general operating support. We applied to the Nisqually Tribe for \$2000 but did not receive this grant.

Plant Sale – Laura Westrup and Marcia Justis, Chairs

The Plant Sale Crew is enjoying time off with family and friends. They are checking on the nursery once a month for plants that have fallen over and problems with the fences or buildings from break-ins. Five of the crew were there last Thursday to see the snow. Some plants in the greenhouse might be lost because of the cold temperatures, but it is too early to tell. Bob got the new metal door on the former Children's Garden Shed and will be plugging holes and doing other repairs.

The nursery will open again on February 23. In the meantime, the crew is sharpening hand tools, getting the office sorted and cleaned out, and moving things into the new storage space. Plans are underway to paint both the tools shed and the new storage space sometime in the spring. They also plan to construct nine new wire and wood tables (8'x4'x32") in the Westrup's shop building February 6 and 7. We will be placing steppingstones under the legs to try and prevent them from going sideways. The tables will be terrific for displaying the plant inventory and for helping our volunteers access the plants for grooming and care. We will be figuring out how and when to spread mulch under the new tables in mid-February.

A big hug of thanks to Jenni for helping list many work parties in CERIVS – her help is sincerely appreciated.

Fall Fundraiser (Blooming Bingo)

The Board needs to determine if we will have an in-person fundraiser or if it will be virtual. An in-person fundraiser takes considerable time to organize and requires a sizable number of volunteers. Julie Sandberg has said she will be able to lead a virtual fundraiser but will not be able to lead an in-person event. She is happy to train her replacement should the Board go forward with an in-person event. The Board discussed this and agreed that the Fall Fundraiser should be virtual and held via Zoom due to ongoing uncertainty regarding COVID restrictions.

Handicrafts – Joanie Zelasko

No report.

Finance – Pam Lovinger, Chair

No report

Activities

This committee is on hiatus until MGFTC resumes in-person gatherings.

New Business:

Program Report: Cori Carlton

Cori reported on the upcoming Master Gardener training which will start on January 28th. She is still working on the format but it will likely be a hybrid model. There are 30 new trainees and 3 trainees who started in the Home Horticulture program. She notes that the class format is a "moving target" given COVID. She and Jenni are still trying to track all the necessary requirements for the volunteers (hours, background checks and recommitment forms). She notes that the Thurston County program remains strong, Statewide that have lost 12 coordinators since November.

Meeting Adjourned: 7:00 p.m.
Submitted,
Mary Eklund, Secretary

Upcoming Meetings /Events

2/9/2022 -MGFTC Board Meeting

2/17/2022 -Membership Meeting