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**Washington County Master Gardener™ Association**

**Board Meeting**

**May 13, 9 am**

**Minutes**

**Attendees**: Susan Albright, Lisa Graf, Karen Graham, Mary Hewitt, Nadine Johnson, Hope Preston, Leslie Ray, Sue Ryburn, Terry Wagner

**Absent:** Pat Simmons, Harriet Ottaviano

**Guest(s):** Jack Schorr, Shirley Wolcott

**Meeting called to order**: by Karen Graham at 9 am, at Washington County Extension Office.

| **TOPIC: PRESENTER(s)** | DISCUSSION | **ACTION/DECISION** |
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| Terry Wagner  *WCMGA Recognition Awards* | Terry presented WCMGA Award Certificates to: Shirley Wolcott, “Behind the Scenes”, Hope Preston, “Special Acts Making a Difference”, Pat Simmons (not present) Master Gardener of the Year.  Master Gardener of Note: Members of the Plant Sales team who have made significant contributions to the spring plant sales. Sue, Larina, and Terry will collaborate to identify these workers.  Chapter Relations update- Terry reported some new posts on the Member Facebook page. The Chapter Chat posted articles and photos of the nonmember volunteers who were recognized during National Volunteers Week.  Members of 2020 intern class have requested a reunion. The board discussed planning a reunion that would include 2022 interns as well, and spouses. In addition, it was suggested to include interns from each of the three metro area counties. | Terry will create a proposal to plan a reunion, including location, budget, and hospitality. She will present this at the June board meeting. |
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| Jack Schorr  *Backyard Certification Program* | Jack is preparing an application, to include the Education Garden at PCC Rock Creek in the Backyard Habitat Certification Program, administered by Portland Audubon and the Columbia Land Trust. The board discussed how the public can identify plants to purchase that qualify as native plants. | There will be further discussion on making available a list published by OSU, at clinics, plant sales, and other points of contacting the public.  Recommended Native Plants For Home Gardens in Western Oregon |
| Pat Simmons  *Propagation Team* | Pat submitted a document which outlines suggestions for future work in plant propagation, particularly in preparing sufficient stock for plant sales. |  |
| Hope Preston  *Treasurer Report* | **Hope is submitting a Wells Fargo credit card application.** Lisa Graf and Mary Hewitt signed the application as officers. Hope Preston and Karen Graham will be authorized to use the card.  Hope referred to “Budget vs. Actuals: FY2022 budget- FY22 P&L”, so that board members may identify resources still available to WCMGA programs in 2022.  There was discussion of the minimum reserves needed to be held. | Board members and team leads will make suggestions to Hope, at the next meeting to add more funds to programs in a future budget.  The June board meeting will address adjustments to the 2022 budget. |
| Sue Ryburn  *Sales Update* | Sue presented a summary of the plant sales efforts and earnings, including notes for future planning, which will be posted on the Fundraising Director OneDrive.  Net profits from the plant sales (Hortlandia and Spring Sale) are close to $4400. Following a discussion of previous years of hosting WCMGA Gardenfest, Sue suggested that we return to Gardenfest where we are the sole vendor, beginning next year. She recommended that we focus on Gardenfest, rather than participating in other plant sales. The other plant sales this year were important to do, but also a huge amount of work.  Sue proposed that planning would begin in summer, as part of the August budgeting process. This will include making plans for propagation, and the leadership structure for Gardenfest, held at PCC in 2023. There was discussion of the means of engaging customers at these sales.  *Gifts For Gardeners* may be participating in multiple sales at additional venues, such as Hortlandia, and OSU Mini College. | The board agreed that Gardenfest not only garners funds but engages the public in some educational activities and provides an opportunity for all members to get involved. |
| Susan Albright  *Program and Garden Updates* | **Learning Garden-** Vandalism and theft have recently occurred. Susan clarified that information regarding uses of medicinal herbs, such as those grown at Pioneer Herb Garden, is more accurately noted as a cultural phenomenon rather than as scientific information. Learning Garden will be working with THPRD on new MOU.  **Education Garden PCC Rock Creek Garden**- COVID restrictions are starting to ease but there is still a mask mandate, even for some outdoor gatherings. The greenhouse space is again available for 2022-23. Current Memo of Understanding with PCC RC will expire at the end of the year. Sue R & Susan A will be meeting with Karen Sanders and Jenn Peters to discuss new MOU.  **Speakers Committee**- The committee is drafting a process for sharing information from speakers with publicity in a timely manner.  **Calendar of Events**- Family events are highlighted on the 2022 calendar. Following a two- year hiatus, WCMGA is offering many events this season. Susan recommended checking the calendar and the availability of volunteers before adding more events, this season.  **Washington County Fair is** held during the last weekend in July. This year it is a conflict with the OMGA Mini College. WCMGA will not participate this year at the WC Fair.  **Open Garden at the Education Garden: July 23 –** Had initial planning meeting. Will finalize details at second meeting later this month.  *Ask an Expert****,*** offered during the Open Garden, will be supported by publications from the Extension Office, including Spanish language gardening pages. A “takeaway” will be given to guests, after completing an exit/evaluation sheet. |  |
| Nadine Johnson  *Audit Report*  Leslie Ray  *Grow1Give1*  *OMGA Representative* | Nadine reported that the internal audit is now complete. Future updates will include inventory updates at PCC Rock Creek buildings used by WCMGA, the Extension Office, and *Gifts for Gardeners* sales inventory. When completed, these inventory updates will be posted on OneDrive.  Nadine is preparing to file a claim for the lost items due to theft and vandalism, which recently occurred at the Learning Garden. The deductible cost is $250. Marilyn Berti will complete a list of missing items.  **Grow 1-Give1:** The distribution on May 16, will be part of Food Pantry pick up, giving out 130 grow bags, about 300 plants. and seed packets to SVDP clients. Bilingual gardening information sheets are part of the distribution.  Leslie will give a report after a meeting with OMGA in the next month. |  |
| Harriett Ottaviano  *Communications*  Additional topics | Harriett has provided a communications update and will share the background information at a future meeting. She is collecting contacts for various organizations, including Pamplin Publications. Harriet suggests we use NextDoor to share info about WCMGA events.  She would like additional garden club contacts. Harriet has a contact for the Tualatin Valley Garden Club.  Susan Albright- Meeting was held with Fran Beebe, Marilyn Berti, Sue Ryburn, Helen Dorbolo, and Pat Simmons. Discussed managing QR codes, and the use of them on the website. More to come at a later date.  Sue Ryburn reported that The *Hardy Plant Society of Oregon* is studying grant proposals that address inclusivity. | Sue Ryburn will review proposals to complete use of grant monies by March,2023. |
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**Meeting adjourned: 11:30 am**

Next Board Meeting: June 10, at 9 am

Next Chapter Program & Meeting: June 7, at 7 pm. Program presented by Jean Natter

Respectfully submitted by**:** Mary Hewitt, Recording Secretary

Approved by: WCMGA Chapter President, Karen Graham (date)