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**Washington County Master Gardener™ Association**

**Minutes of Board Meeting of August 12, 2022 at 9 am**

**Attendees**: Susan Albright, Karen Graham, Mary Hewitt, Nadine Johnson, Harriet Ottaviano, Hope Preston, Leslie Ray, Sue Ryburn, Pat Simmons, Terry Wagner.

**Absent:** Lisa Graf

**Meeting called to order**: by Karen Graham, President, at 9 am at OSU Extension Office

| **TOPIC: PRESENTER(s)** | **DISCUSSION** | **ACTION/DECISION** |
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| *Sue Ryburn* | A steering committee for 2023 *Gardenfest* has been formed with plans to sell, and present an educational component, as in past *Gardenfest* events. Where possible, plans from 2020 *Gardenfest* will be used, as many of the themes, logistics and work can be applied to a 2023 *Gardenfest*. Planning by this committee wil coordinate with the Plant Propagation Team. | Sue Ryburn to set up first meeting of 2023 Gardenfest Steering Committee |
| Fundraising | Bob Fincham, Western Regional Director, of the *American Conifer Society* stated in a previous communication, that the Education Garden and PCC Rock Creek joint application for Reference Garden should easily be approved. Once approved, the WCMGA Education Garden/PCC Rock Creek would be only the 3rd ACS Reference Garden in Oregon, along with the Oregon Garden and Hoyt Arboretum. This designation also provides opportunities for additional grant funding. | Elizabeth Price, Lisa Hansen, Sue Ryburn and David Sandrock will complete the application for the reference garden designation, in a joint application with PCC Rock Creek. |
| *Terry Wagner*  Chapter Relations |  |  |
| Gifts for Gardeners | Terry, with Larina Hoffbeck will coordinate a sale at Bethany Village at their September 10th October Fest. The booth will display and sell Gifts For Gardeners, and plants. |  |
|  | Mini College sales were $789.00. Profit is approximately 30% of gross sales. | Terry will inventory the tools that are in stock and determine restocking needs.  Terry is also identifying which tools bring in the most sales. |
| Master Gardeners of Note | The board suggested naming Dan McDonald as MG of note for August. | Mary Hewitt and Marilyn Berti will nominate Dan by sending a written nomination to Pat Simmons. They will write a Thank You note,for Dan. |
|  | The volunteers at the July 23rd Open Garden at PCC Rock Creek, Education Garden will be nominated as MG of Note as a group. | Susan Albright will send an article to the Chapter Chat, listing the names of the volunteers. |
| Recognition of Community Volunteers | Discussion followed, regarding the frequency, and the ways of awarding recognition to community volunteers | On a monthly basis, as volunteers complete significant projects and give service, these community volunteers will be awarded recognition, in articles published in the Chapter Chat.  These volunteers will also be recognized as a group, during the National Volunteer Month of April, annually. |
| Evening reunion for 2020 and 2022 interns and guests. | This will take place at the Learning Garden on September 24th from 5-7pm.  The interns and their guests as well as all WCMGA members are invited. | Terry will be contacting potential speakers, and guests. |
|  | Terry also led a discussion regarding the need for photo storage applications, for managing photos to use for the Website. | Terry will plan to offer a class to attract and train event photographers. |
| *Pat Simmons* | Pat led a discussion about updating the chapter vehicles of communication. This includes an update to the look/feel of website, and expanding capabilities to effectively deliver more detailed information, linked content, ways to get involved, etc. | Pat will submit a budget request for a subscription to *Constant Contact*. |
| Communications | Pat suggested designation of $5000 in budget funds to develop a new website. In the discussion of updates to the WCMGA website, Pat referred to: **Enhancing Awareness Strategic Element / Get the Message Out,** from the Strategic Plan. | Pat is meeting with the Communications Team, to draft a needs analysis, and outline the steps for building a new website, while improving the existing site. This plan will include website maintenance. |
| *Leslie Ray*  OMG Representative | The OMG Mini College presented excellent conference sessions and keynote speakers. Leslie noted that 5 or 6 counties are without OSU Extension Agents and additional funding is sought from OSU College of Agriculture. |  |
| *Hope Preston* | A first draft of the WCMGA budget is presented in the meeting Agenda and was briefly discussed at the meeting. | Hope will convene a meeting regarding the draft 2023 budget to discuss details. |
| Treasurer |  | Hope will receive board members questions regarding the 2023 budget. |
| Strategic Plan Report | Members suggested the following discussion format at fall board meetings:   1. **Educate Master Gardeners and diverse public** on sustainable gardening topics that are needed, wanted and well-attended. September meeting 2. Increase awareness of how the **public benefits** from Master Gardener services. October meeting 3. Explore/implement **fundraising activities** of interest to WCMGA members and the public and that raise sufficient revenue to maintain an effective organization. November meeting | A report to the Board on the Strategic Plan Goals Summary will be presented at fall WCMGA Board Meetings. Lisa Graf will lead the presentations. |
| *Susan Albright*  Program Director  *Karen Graham*  OSU Zoom Account | August Program Report found in Document 1, below.  The board may manage this account to use for committee meetings. | Susan proposed the formation of an Education Outreach Committee.  Karen will send the password to the board members. |

**Meeting adjourned: 11:30 am**

**Upcoming:**  *Open Garden, Learning Garden @Jenkins, August 13*

## Chapter meeting: September 6, How Climate Change is affecting trees in Oregon Jim Gersbach, ODF

*IGS: September 8, 10 a.m.-Success with PNW Native Plants*

## Board meeting: September 9, 9 a.m.

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

**Approved by: Karen Graham, President**

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**DOCUMENT 1 August 2022 Program Director Report, by Susan Albright**