****

 **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** |
| --- | --- | --- |
|  |  |  |
| *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**

****

 **Washington County Master Gardener™ Association**

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