



Washington County Master Gardener™ Association

Board Meeting Minutes

October 14, 9 am

Attendees: Susan Albright, (phone), Karen Graham, Mary Hewitt, Nadine Johnson, Harriet Ottaviano (phone), Hope Preston, Leslie Ray, Sue Ryburn, Terry Wagner

Absent: Lisa Graf, Pat Simmons

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

TOPIC: PRESENTER(s)	DISCUSSION	ACTION/DECISION
Terry Wagner <i>Chapter Relations</i>	Master Gardener of Note: Terry named the Master Gardeners who set up and put away chairs, tables, tents, etc. for the Intern Soiree on September 24th	Terry will make the nominations.
	The event was successful in all ways. Discussion followed on how to get the word out so that attendance is greater. Considering planning another event, to present the new MG badges for the 2020 and 2022 interns. It was suggested to name this event “Intern Welcome”.	Susan will contact Marcia to determine the availability of the new MG badges for the interns.
Hope Preston <i>Treasurer</i>	Hope reviewed minor adjustments to the 2023 budget which included additional website and communications expenses and anticipated minor increases for the Ed Garden and Learning Garden. The 2023 budget will be posted on the WCMGA website. Excess reserves may be used as necessary.	
Nadine Johnson <i>Business Manager</i>	Nadine reported on the status of the inventory. The Dell computers, are not in use at this time, or needed, and they will be donated.	Nadine will ask Dan McDonald to take inventory at the Learning Garden. She will plan to donate the Dell computers. <i>By a unanimous vote, the board decided to donate the computers.</i>
Sue Ryburn <i>Fundraising</i>	Strategic Plan Update: Goal#3 Fundraising. Attached document gives details on status of corporate giving, plant sales, grants, and sales of WCMGA merchandise.	See attached document by Sue Ryburn. <i>Tracking & Status</i>
Leslie Ray OMGA Representative	Leslie reports that OMGA is revising bylaws in the following areas: the membership categories are being revised to create consistency among the county chapters under OMGA; to allow OMGA members to participate in committees although not to represent the committees. Position descriptions are being rewritten at OMGA.	The board suggested that Leslie recommend to OMGA, to simplify the process of nominating individuals for state level awards.

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Karen Graham <i>President</i>	<p><u>Membership</u>- Karen is initiating the membership process and will begin the drive to renew current memberships and add new members in November.</p> <p><u>Open Board Positions</u>- Karen is developing lists of members to recruit for these positions by consulting the most recent membership survey. She will be drafting a message to interns to invite them to consider filling leadership positions. Terry suggested to also contact interns through the Chapter Chat newsletter and by placing a message on the WCMGA website.</p>	Terry and Karen will design a campaign to reach out to interns for the purpose of recruiting leadership, including filling open board positions and positions on other committees.
Sue Ryburn <i>Fund Raising Director</i>	<p>Sue discussed the status of the Memorandum of Understanding between PCC Rock Creek and WCMGA regarding the Education Garden. The MOU is updated and ready for signatures. The 2023 MOU is a 5-year agreement. The renewal process will begin in January, 2027. Payment from WCMGA for use of facilities at PCC Rock Creek campus are placed into an account for the LAT department and designated as a donation to the PCC Foundation. Updates, include more bench space for propagation (negotiated each August), eight parking spaces designated for WCMGA, and parking passes available, and support for a beneficial insect inventory.</p> <p>Other new activities at the Education Garden: thinning plantings to make room for newly donated conifers, and creating schedules for In the Garden Series and other events.</p>	
Susan Albright <i>Program Director</i>	<p>Notes from discussion of attached <u>Program Director Report</u>: MOU for Learning Garden at Jenkins Estate is finalized and ready for signatures; there is additional, secured, equipment storage; includes access to the greenhouse at Jenkins Estate. The management of the Learning Garden is being reorganized with a manager and back-up named for Administration (Robin Burnham), Education (Kari Woyak, Jennifer Rosenquist) and Buildings and Grounds (Anna Stubbs, Bob Campbell).</p>	
	<p>Susan is creating a <u>Reference Dates Calendar</u> covering all 2023 WCMGA activities. Dates for Grow1Gve1 program are needed as well as a determination of extent of WCMGA involvement in Pollinator Palooza Week , at Jackson Bottoms, in late June 2023.</p>	
	<p>Education Outreach Committee is newly formed and will meet on Friday, October 21st. Susan is revising the position description of Program Director, in conjunction with Marilyn Berti who takes on that position in 2023. This will most accurately reflect the work that Susan has done in the Program Director position.</p>	Susan will contact Marilyn Turner asking her to write a statement describing the WCMGA's organizational identity. This statement will be used in publications and by speakers at events.

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Meeting adjourned: 11 am

Next Board Meeting : November 18th at 9 am via Zoom

Next Chapter Program & Meeting: November 1st, 7 pm on Zoom, “How You Can Make Your community Pollinator Friendly”, Matthew Sheperd, Director of Outreach & Education, The Xerces Society for Invertebrate Conservation.

Respectfully submitted by: Mary Hewitt, Recording Secretary

Approved by: WCMGA Chapter President (date)



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Date
Minutes

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