



Washington County Master Gardener™ Association

Minutes of WCMGA Board Meeting at Extension Office/ February 9th, 2024, at 9 am

Attendees: via Zoom: Deb Hansen and Connie Kirby. At Extension: Marilyn Berti, Steve Kister, Harriet Ottaviano, Hope Preston, Dan McDonald, Sue Ryburn, Lisa Barnhart.

Absent: Terry Wagner

Guest: Srijana Shrestha, Metro Master Gardener Assistant Professor of Practice. Srijana has her office at the Extension Office.

Meeting called to order: by Hope Preston at 9 am.

TOPIC: PRESENTER(s)	DISCUSSION	ACTION/DECISION
Board Reports		
<i>Chapter Relations</i> Terry Wagner	MG of Note, March. Lisa Barnhart suggests Lisa Beare- MG of Note for arranging for multiple donations of plants from Eshraghi Nursery; Hope suggests recognition of Bruce Bartlett for managing public and members Facebook pages. Attached below is “Memorial Acknowledgement” in Document 1	Lisa Barnhart nominated Holly Beare. Hope Preston nominated Bruce Bartlett.
<i>Treasurer</i> Connie Kirby	Discussed the Statement of Activity, noting additional donations this month. Revenue, \$1420. Expenses, \$1,996.78. Discussed procedures of processing reimbursement requests.	Send names of those authorized to request reimbursements, to Connie. Marilyn will confer with other board members and develop a list for Connie.
<i>Programs</i> Marilyn Berti	Program Director Report, included below. Attached below in Document 2 Discussion of new activities for the chapter.	
<i>Communications</i> Steve Kister	Info from MailChimp : Steve reviewed how MailChimp works for creating Chapter Chat. Reviewed analytics provided and other features offered by MailChimp.	Send copy in Word Doc to Steve and images in jpeg
<i>Fundraising</i> Lisa Barnhart	May Adopt a “Lost Child” policy for GardenFest event. Lisa asks if this policy may be used in other public events. Plant Pick up (Lisa will send Mary info) Report from Lisa: 1. Lost Child Policy for WCMGA We will utilize lost child policies in place at PCC Rock Creek and THPRD Jenkins Estate for all events 2. GardenFest - plant delivery service At next steering committee meeting we will discuss who may be	Dan will review THPRD’s “Lost Child” policy for the Learning Garden. Lisa is contact for Bottle Drop program.

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	<p>available for the work, how much money will we offer/donate for their time, and what to call the service</p> <p>3. Bottle Drop program - all questions should be directed to Lisa Barnhart. Plenty of blue bags stickered and ready to go.</p>	
<p><i>Publicity</i> Harriet Ottaviano</p>	<p>April publicity is being sent out. Fliers for library and contacts for GardenFest will be ready to pick up at next Board meeting.</p>	
<p><i>Business</i> Dan McDonald</p> <p><i>Vice President</i> Sue Ryburn</p>	<p>Insurance bills paid. More inventory needs to be insured.</p> <p>No report.</p>	<p>Will receive a quote to insure new shed and other new items added to our insurance policy. Will refer approval to board by e mail.</p>
<p><i>OMGA</i> Deb Hansen</p>	<p>Discussion of donation for “Joy of Gardening” event.</p>	<p>Will ask Terry process of donating gift or funds to “Joy of Gardening”</p>
<p>Old Business</p>	<ul style="list-style-type: none"> • <u>Joint presentation with MCMGA update-</u> discussed earlier in Program Report • <u>Tracking program activity update-</u>.To document event MGs and public attendance for end of year reports to understand the value of FTE and funds invested, to inform program decisions and the public, grantors and members. • Will update Volunteer content on WCMGA website soon. • Membership Renewals- some did not renew. There will be new interns added in 2024. • Spring social-will plan for next year. Looking for a venue. 	

TOPIC: PRESENTER(S)	DISCUSSION	ACTION/DECISION
New Business	<ul style="list-style-type: none"> Chapter History- WCMGA has very large books of chapter photos. Shirley Wolcott has photographed the photo books. They are filed in OneDrive. 	
Upcoming	Feb 10 10-12 Grape and Blueberry Pruning Jenkins Feb 17 10-12 Blueberry Care PCC RC Feb 24 10-12 Pruning Perennials Jenkins	

Meeting adjourned:

Next Board Meeting March 8, 2024, at 9 am at Extension

Next Chapter Program & Meeting March 5th, 2024, at 7pm presentation; 8pm chapter meeting. Zoom

Respectfully submitted by: Mary Hewitt, Recording Secretary

Approved by: WCMGA Chapter President (date)



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Memorial Acknowledgements

31. When notified the WCMGA Board on behalf of the membership will acknowledge the death of active (within one year) Master Gardeners with flowers or another appropriate item and a card (\$50 limit) to the family. The approved language to be used in the acknowledgement will be "in honor of". These expenses will be paid from the contingency fund within the Chapter's budget. Any member is encouraged to make an individual acknowledgement to a member or member's family experiencing a personal loss.

WCMGA is a 501(c) (3) charitable tax-exempt organization and can be considered as a beneficiary of remembrances in lieu of flowers as some family's request. Upon approval by the board, any property or funds received will be gratefully accepted and acknowledged by WCMGA and used to advance the chapter's educational outreach mission.

Donations made "in honor of" are accepted with the donor(s) understanding that the chapter cannot commit to maintaining permanent plants, structures, dedicated signs or plaques and the like. Also, signage/plaques will use the term "in honor of" rather than "in memory of".

By their nature, demonstration and learning gardens are dynamic, changing spaces that must be adapted to meet changing educational needs and environmental conditions. In addition, the gardens are not located on land owned by WCMGA and, from time to time, may be moved to new locations.

Document 2

WCMGA Program Director Update, February 8, 2024

Monthly Speaker Committee:

- The Feb Chapter Meeting webinar attendance: 71 for Dennis Brown's presentation: Growing and Belonging, Cultivating Community Relationships and 37 for the meeting.
- WCMGA and MCMGA representatives will finally meet on Feb 19th to explore collaborating on our monthly speakers in 2025. We will host the mtg at the OSU Extension Ed Center and report back with recommendations in March

Chapter Gardens: The late winter weeds are emerging as the garden teams resume their weekly work parties this month. Both gardens weathered the January storm with no serious damage and arbor chips are plentiful for mulch. Both gardens begin In the Garden Series classes this month and have agreed to provide hands on workshops for the 2024 cohort of trainees (2 topics at the Learning Garden and potentially 5 at the Education Garden.)

Community Collaboration, Education and Outreach :

We'll keep in mind the lessons Dennis Brown shared

- The **Home Plate** team is meeting with HP program staff in March to learn about program changes and then begin planning for 2024 garden education.
- **Grow 1 Give 1:** A first meeting for MGs growing for 2024 is scheduled for 2/12 . Six distribution sites are planned and distribution will be in the second half of May.

Chapter Activity Tracking: We finally met Jan 24 and identified the need/purpose for tracking our activities, what to track and made related decisions after which Sue and Susan developed a WCMGA Tracking Form modeled after a form the gardens have been using, created an Activity Data & Feedback Form, with general instructions for MG Volunteers at our activities, modified the In the Garden Series Attendance Roster and added a Presentation Request Form just for email addresses which will speed up registration and provide the presenter with a stand alone list of those left wanting handouts if attendance was more than anticipated. Marilyn created a draft chart to show what chapter activities are to be tracked and who needs to do what by , ie., how the tracking process flows. We expect to share the package at the Feb Board meeting for approval to implement.

OSU Extension Metro MG 2024 Volunteer Activity Proposal is now available for chapter activity leads to use for proposed new activities.

[2024 OSU Extension Master Gardener™ Volunteer Activity Proposal.](#)

The report form is not yet accessible.

New opportunities:

- **Growing Gardens** continues to work in Washington County and has an added staff member who speaks fluent Spanish. They are still interested in collaborating with our chapter and will attend the Learning Garden Fair in June. We will also explore the possibility of including them in a specific G1-G1 distribution site where they might meet families who would be interested in partnering with them to develop and maintain a home garden. This would require a host agency also supportive of Growing Gardener's Involvement at the G1-G1 distribution site.
- National Alliance on Mental Illness of Washington County (NAMI) has requested assistance on reestablishing their community garden and would like an educational component to what they will do. We could offer a tabling event on their April 22nd Earth Day event from 11-1 if Metro concurs and we have a willing and available volunteer. Attendance would be 10-25 or so, but it would be a good opportunity to interact with staff. Interested?
- Food Hero materials: We are checking to see if there will be 2024 garden calendars this year that we might help distribute. More later.
- OSU Extension's Grow This will again provide 2023 seed packets for our use. G1-G1 and Home Plate may have requested seeds as well.

Strategic Plan Goals Summary

1. **Educate Master Gardeners and diverse public** on sustainable gardening topics that are needed, wanted and well-attended.
2. Increase awareness of how the **public benefits** from Master Gardener services.
3. Explore/implement **fundraising activities** of interest to WCMGA members and the public and that raise sufficient revenue to maintain an effective organization.

