



Washington County Master Gardener™ Association

February 14th, 2025 Board Meeting Minutes

Meeting called to order: By Hope Preston, President at 9 am. By Zoom

Attendees: Lisa Barnhart, Stephanie Engle, Deb Hansen, Mary Hewitt, Larina Hoffbeck, Steve Kister, Connie Kirby, Harriet Ottaviano, Hope Preston, Tera Ramsey, Terry Wagner.

--	--

BOARD REPORTS

Chapter Relations/ Terry Wagner

- Inrun Kaur nominated by Hope Preston as March, 2025 Master Gardener of Note. Inrun recognized for compiling the 2025 Member Directory.
- Seeking nominations for Washington County Master Gardener of the Year and Master Gardener Behind the Scenes for 2025. Soliciting nominations from members and the board.

Treasurer/Connie Kirby

- The *On Point* high interest checking account is open and earning significant interest.
- Record retention policy: considering moving from hard copy to exclusively digital records. Before making changes in policy, considering legal requirements as well as needs of WCMGA.
- Includes use of *OneDrive*.

Motion made by Hope- “Authorize one year of digital only recordkeeping.” Seconded by Connie and passed by the Board.

Programs/Larina Hoffbeck

- 2025 Intern classes opened registration to add more participants.
- The protocol for determining the number of program and/or partner hours awarded to instructors is updated and will be approved in advance of teaching the courses.

Communications/Steve Kister

- Steve reviewed “Unsubscribed” and “Cleaned” lists of e mail contacts used by Mail Chimp. Billing is affected by the number of contacts and unsubscribed e mails count towards billing limits. Steve will contact unsubscribed individuals and consider archiving these e mails. Consideration to maintain flexibility in keeping contacts.

Fundraising/Lisa Barnhart

- Houseplant Sale event raised \$700.00 .
- The Bottle Drop, and Square accounts are transferred to Lisa.
- GardenFest steering committee will meet soon to discuss improvements to the event, including distribution of unsold plants.

Publicity/Harriet Ottaviano

- March publicity is released.
- GardenFest flier is being printed.
- Issues with Public Facebook page are being studied and resolved by Bruce Bartlett and Leslie Ray.

Business Manager/Stephanie Engle

- Financial audit meeting was held in January and the report is forthcoming.
- Stephanie has new Square devices.

Vice President/Tera Ramsey

- Discussed printing schedule of WCMGA materials.

OMGA/Deb Hansen

- Orientation of new representatives has occurred.
- Option exists to continue to place links to the Gardener's Pen newsletter in the Chapter Chat.

OLD BUSINESS

Member Social- To be held on Feb 15th , all plans are in place. Member's Directory-Some items being addressed at a later meeting.

NEW BUSINESS

Classes of Membership- These were identified and discussion followed. No action was required. WCMGA membership varies from OSU Extension Master Gardener membership. Calendar of Board Duties: Sent to board members; no discussion needed. OneDrive Accounts : Discussion and no action needed. Treasurer Pro Tem: Lisa Barnhart volunteered to be added as a check signing designee in the absence of the Treasurer. You Tube account: Hope is arranging to set up an account for the purpose of recording Chapter Meetings. Meetings will continue to be held on the Zoom platform.

Meeting adjourned.

Respectfully submitted by Mary Hewitt, WCMGA Recording Secretary

Approved by: Hope Preston, WCMGA Chapter President,

