



Washington County Master Gardener™ Association

April 11, 2025, Board Meeting Minutes/Extension Office

Attendees: Hope, Connie, Terry, Larina, Tera, Lisa, Stephanie, Deb, & Harriet

Absent: Mary & Steve

Guests: N/A

Meeting called to order: April 11, 2025 at 905 am by Hope Preston, President

Meeting Note: Tera acted as Meeting Recorder for Miss Mary	
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REPORTS

Chapter Relations/Terry Wagner - Marti Farris for Community Volunteer and Helen Dorbolo for MG of note for month of May, Lisa will send Terry bullet point items and Terry needs a photo for chapter chat. Terry needs to submit to Chapter Chat by 4/28.

Joy of Gardening Conference in July would like donations from WCMGA equaling \$275. Would prefer tangible items over cash donation.

Kind of donation for silent auction - in the past, coupled up some items and possibly try to do it differently this year, 10 or more handcrafted items or Gift Certificates as donated items. Terry has very nice book and card she will donate. Should not be physically large items. Need Board advice for ideas and asked if WCMGA want to solicit from members.

Stephanie noted she could do knitting basket, Hope mentioned wine basket. Terry to draft a message to members (and send to Hope) and will wait and see how donations come in before deciding to donate \$. Next board meeting in May, determine how to move forward then.

Treasurer/Connie Kirby - Connie: Nothing to add today. Harriet mentioned Intel will be placing cap on matching gifts.

Connie: got payout through vanetity (SIC, not sure if this is spelled correctly) (Intel & Nike) @ \$4900.00. Lisa noted quite a bit in bottle drop account, propose adding in June, connie stated to do what works best for the account.

Programs/Larina Hoffbeck - Extension is doing a couple new initiatives, seed to supper and one new garden future (gentle way to talk about climate change with the public), supposed to be nonconfrontational method of discussing climate change. Larina has signed up for it and viewed the volunteer guide. No special information yet, Larina saw it and has seen some MG volunteers have done it.

OSU/Metro is tightening up on Program/Partner designation. Expect to see some changes next year. Some changes to the program partner hours and checking proposals etc., some things that used to be partner hours are no longer i.e. some gardenfest items are program hours (salespeople are no longer program hours). Obvious that many people are still confused on what is program vs partner hours (me included, side note from Tera 😊)

Larina asked if anyone knows how to do the helpline, what training is required (infinity). Most members may not know how to volunteer for helpline. Would like to remove those barriers and educate members on how to. Must email Marcie to take the training.

Last couple IGS classes have been filling up to the point where having to turn people away and people are getting mad. Pre-registration is not accurate if people register and don't show - need to come up with a way to warn people in advance that classes do fill up - Harriet noted the advertisements simply say, "free and open to the public". Lisa noted a larger room should be found. Now have 2 rooms available at PCC and first-time attendees go to the correct room but returning attendees tend to go to the same room they went to previously which could be wrong. Hope noted to place sign on other door for correct building. There is a lecture hall but would have to pay \$.

Potential corrective action: Resort back to registration for all IGS classes to monitor and limit number of attendees? No decision was noted today.

Communications/Steve Kister - Absent as noted above

Fundraising/Lisa Barnhart - Lisa requested the \$700 check from bottle drop during the board meeting today.

Registered Earth week give program that lasts for 2 weeks (15th through the 26th) Lisa will post on Members Only FB page

GF still within budget, no large tent rental needed. Spending \$ since Skyline Grange cannot support with tables, they will keep that weekend free for WCMGA next year. Lakshmi using AI to print signs. Harriet: should we have an 'elevator speech' prepared for questions from the public i.e. "where does all this \$ go"? Lisa suggested a banner or signs (or a welcome brochure) listing the different events and programs supported by WCMGA. Lisa will discuss the idea with the GF steering committee meeting next week and report back.

Publicity/Harriet Ottaviano - All the May events (2) in addition to GF, sent out. Ed garden has completed flyer for summer open house. SA completed 2 months ago, learning garden has not completed theirs, who needs to be notified to complete? Robin and Steve are the leads - Harriet will ask them - as soon as GF is over, they start to distribute fliers for open houses so need them as soon as possible.

GF flyers are everywhere including at Powells books, and she receives a lot of compliments on how well the program works. Hope will send Harriet wording to put in our publicity about viewing our webinars on YouTube.

Business Manager/Stephanie Engle - Job last time was to review insurance liability coverage. Still sorting through the information provided but agent stated there is no difference between MG volunteer or public volunteer. If being supervised by a MG, there is coverage. Confident there is coverage for all volunteers at all events and gardens. Communication is important to our certified members that you can bring a spouse, but you must always remain with them. Minors are covered similarly but agent sent a form that could be used as 'waiver' for parent(s) to sign and decide if an age limit is needed. Need to decide if form should be used for minors or not - Hope noted the sign in sheets - volunteers should all sign in and waiver could be part of this sign in sheet

- For GF Larina noted records have been added to check if MG, family etc. & noted a waiver should be used for Minors (anyone under 18 yrs of age) and parent or guardian should always be with them
- Stephanie will draft a waiver saying that minors need to have a supervisory adult with them. Larina will distribute the waiver to the event leaders.

Vice President/Tera Ramsey - has requested an electronic copy of Strategic Plan from Miss Sue R. Will share SP overview with Board members at next meeting. As Miss Hope has stated, not sure if we want to maintain, create new, or do we need to keep it at all? After reviewing with the Board during May meeting, can decide how we want to move forward (or not).

OMGA/Deb Hansen - Deb was not available, Hope filled in - Joy of Gardening registration is open. Elizabeth Price is presenting and so is Sue Ryburn, so Wa Co is well covered. July 11th & 12th.
Deb joined later and will forward Joy of gardening info to Miss Hope today for Hope to send out as needed.

OLD BUSINESS - Covered volunteer liability coverage

NEW BUSINESS - 2025 directory - have a huge directory, some people only have name and email addresses to limit contact. Everybody in the Chapter got the March directory: Hope will send the updated Directory with all the Metro interns to the Board and project leads but not to the whole membership.

Fran Beebe would like to step away from her Tech responsibilities. Hope received 4 offers, and she went to Gaby B as next on the list and Gaby accepted - Gaby is meeting with Fran this week for training.

Harriet noted for all Board members to post GF to personal FB pages week before GF.

Webinar notes: Harriet can note starting in September

Lisa asked: who can sign Party Pro rental agreement? She can sign contracts but wasn't sure if she could sign for rentals. Hope & Connie confirmed Lisa can sign for Party Pro.

Meeting adjourned: by Hope @ 1031AM
Upcoming:

Respectfully submitted by: Tera, with notes included from Miss Hope

Approved by: