

Washington County Master Gardeners Association

February 13, 2026

Present:

Hope Preston - President
Connie Kirby - Treasurer
Andrea Flint - Secretary (via Zoom)
Mary Hewitt - Chapter Relations
Larina Hoffbeck - Program Director
Nicole Dwigans - Communications Director
Lisa Barnhart - Fundraising Director
Stephanie Engle - Business Manager
Mary Oakes - Publicity
Deb Hansen - OMGA Representative (via Zoom)

Absent:

Tera Ramsey - Vice President

Meeting Called to Order: 9:01 am

Guest Presentation: Marilyn Berti from Grow1Give1

- Marilyn states that G1G1 needs more money for soil. She is requesting \$500 from WCMGA for this year, and notes that it will likely be a yearly expense.
- She noted that last year 1000-1200 tomato and pepper seeds were planted.
- The goal is to give 1100 plants away this year.
- Last year, participants were donating their own soil.
- Portland Nursery and Cornell Farms currently give a 30% discount on soil for the program.
- G1G1 participants currently get one bag of soil if they are growing 20 plants.

Motion to amend budget to give Grow1Give1 \$500 for soil.

- Moved by Stephanie Engle and seconded by Lisa Barnhart.
- Approved unanimously by the board.

Chapter Relations: Mary Hewitt

- Discussion about chapter social event tomorrow.
 - Hope noted announcements will happen at 4 pm. New MGs from 2025 cohort will be greeted, Ron (MG of note) will be recognized, member survey will be announced, and members will be reminded to pay their dues.
 - Currently, 137 members have paid their dues.
 - Mary stated the setup will be at 2 pm, and a diagram of tables if available. Most of the folks setting up tables have done this before so they know what to do.
 - Mary noted that we had discussed playing photos and/or video in the background

is during the social but Lisa stated that we have been unable to coordinate that. It something we would like to consider for the future.

-Hope recommended recognizing Cyrene for her efforts with pioneering video creation for WCMGA. Board approved.

Treasurer: Connie Kirby

-Nothing to discuss.

Programs: Larina Hoffbeck

- 9:20 am
- The current event calendar is published on the website.
- OSU requested an update to the Master Gardener branding. Discussion about making sure any printed materials reflect the updated branding.
- The intern fair is Saturday, March 14th.
- Have not yet received confirmation of details. Srijana is currently on maternity leave so we'll need to coordinate with Jenifer.
- Plan is to do the same thing as last year since it went well.
- Larina is coordinating table staffing for the event.

- Nicole noted that we should consider updating the way we collect intern information at the Intern fair.
 - Need to improve efficiency of data collection and organization.
 - Mailchimp, our email system, has functionality to improve data organization.
 - We are able to utilize QR codes to have people sign up for events and organizations.
 - Hope requested that Nicole put together information and a tutorial on this topic for the next board meeting.
 - Request to take into account the needs of individuals from different age groups and technical abilities.
 - Concern for significant learning curve in using QR code technology.
 - Nicole notes we currently use Mailchimp Essentials, which allows for 500 contacts and 3 seats (individuals who can access it).
 - We could upgrade Mailchimp to allow more board members to access it.
 - Next tier in Mailchimp is \$20 per month. We currently pay \$15 per month. This budget item currently falls under publicity.
 - Larina notes that the board goal could be to roll out QR sign ups next year.

- Plan: Nicole will do a presentation to the board about this for next year.

Communications: Nicole Dwigans

- 9:34 am
- Discussion about current WCGMA member list and directory.
 - Currently, member names reside in the directory, which is emailed to members yearly.
 - Only paid members are included in the directory.
 - Currently, once a member pays via PayPal on the website, their information goes to Connie who then sends their contact information to Imrun (spelling?) who manages the directory.
 - Directory is currently not available on the website.

- Discussion about how to make the directory available to paid members.
- Andrea expressed the need for real time access to information, especially for folks participating on committees with time sensitive activities.
- Hope: Recommended continuing this conversation in a small group setting.
- Suggestion: put a column in the directory indicating what members are involved in within WCMGA.

- Next chapter chat information is due next Friday.
- Currently getting warning about chapter chat being over the file size limit and concern that it may not be received by Gmail recipients.
- Need to condense the pictures and words.
- Mailchimp needs the file sizes to be smaller.
- Nicole requests that text is submitted in plain text. She is using the Apple operating system.
- Nicole also requests that pictures be sent as attachment, not embedded into the document. This is due to Mailchimp incompatibility.
- Larina requests that Nicole contact the text and photo senders individually about this issue.

Fundraising: Lisa Barnhart

- Gardenfest planning is coming along.
 - We are creating a welcome banner which can potentially be used for other events like the intern fair.
 - Banner cost is not expected to affect the budget.
 - OSU extension office has asked that we include their logo on the side of the hats.
 - OSU Extension team has given us new guidance about plant sales. Upon review, it seems that we are following their directives.

Publicity: Mary Oakes

- 9:55 am.
- Question: Is the timing of sending out our publicity information still okay? Currently have to send out updates several times during the month due to recipient publication schedules.
- Received 700 recently printed publicity cards
- Cards will be given to Lisa Barnhart who will then put them into swag bags for ~640 people at Plant Nerd Night, Lake Oswego Hardy Plant Society's large function coming up.

- Question from Hope: Do Cyrene's video efforts fall under publicity?
- Answer: Only if they are advertising related.

- Decided that we currently don't need to send our videos to publicity recipients.

- Discussion: Should we be tracking the number of people that come to our speaker events?
 - Our reach numbers should be tracked and shared with the board every month.
 - Could be added as a monthly discussion topic.
 - Would help us quantify our value to the public.
 - Lisa asked whether we are able to track where people are from that attend the

meetings and/or events.

- Connie noted we have a lot of data related to attendance at various events but they are all kept in different places and by different people.
- We're already reporting some of these numbers to Extension, but the board should be kept abreast of the numbers and we should be more transparent. Would be interesting to make the numbers available to the public so that we can increase interest and attendance.
- Discussion: Registration and capacity for classes.
- Larina: PCC has a larger room available for classes if we need it. If our capacity is increasing then we need to know if we have to cap attendance. We don't want to anger people if there is not enough room in classes. Don't want to lose interest in our classes.
- Larina: Currently attendees are not registering. Often times classes, such as the blueberry class, are full, and people still show up. It's a tricky question.
- Nicole, perhaps you have pre-registration and then reserve some spots for walk-ins.

Business Manager: Stephanie Engle

- Fifth meeting of the Records Retention Work Group happened yesterday
 - The work group has learned a lot about One Drive. Dan McDonald has done much work to set up folders.
 - It was suggested that the Member Directory could live in the Records Retention One Drive account?
 - We are required to keep an incredible amount of records.
 - Currently working to organize records in One Drive.
 - Records are mostly available for anybody to see, but there are different permissions for access to different types of documents.
 - Another Records Retention Work Group meeting is scheduled on 2/23/26.
 - We have decided that we will not be scanning historic documents. Will note where physical documents are in Records Retention.
- Passwords to OneDrive need to be changed. Historically, they have remained the same even as board members change. Will work with Gabbie to update.
- Price increase for color printing. We are charged in April and May, which are high usage months due to printing for GardenFest. Currently have \$1000 printing budget but should re-evaluate given that the costs are doubling. Hope states we are able to pay increased costs.

Vice President: No report

President: Hope Preston

- Survey committee will have another meeting before having a discussion. Goal is to get the survey out to the public by the end of the month.

OMGA: Deb Hansen

- OMGA costs are still \$5 per person.

Topics:

Membership Renewal:

-137 members have renewed their dues. Usually have 140 paid members total.

Intern Postcards:

- Hope: We have created the postcard for this year's interns. It directs them to all three area chapters which they can join.
- Cost \$103 to print.
- Will hand out in intern "goody bags" which they will receive upon completion of training. They will also be sent out.

Volunteer Valuation:

- \$36.44 per hour is the rate that volunteer hours are valued in the city of Portland.
- Important to know when speaking with government officials, or legislators.
- This valuation includes salary and costs to employees such as benefits, health insurance, FICA, etc.
- Fun fact: 157,000-200,000 hours of MG volunteers per year in Metro (whole state?)
- We don't know exact Washington County numbers because we don't currently track it. Each person can track for themselves.

-Nicole: Asked for clarification regarding our stated land acknowledgement collaboration.

- DEI committee worked with them in the past and created yard signs, etc.
- May want to revisit this since 5 Oaks is now gone.
- Larina: we try to collaborate, but have varied levels of success.

-Nicole: Asked for clarification of bylaws which state we provide scholarships for students.

- Gave to LAT students at PCC in the past, but has not happened recently.
- This is all tied to the Extension service.
- We are not required to give scholarships.

Meeting Adjourned: 10:42 am

Approved by Hope Preston, Submitted by Andrea Flint