



MASTER GARDENER FOUNDATION OF KING COUNTY

BOARD MEETING AGENDA

Thursday, August 12, 2021, 7:00 p.m. - 8:30 p.m.

Jim Olson, Valentina Barei, Carrie Hill, Bruce Caredio, Kirby Cartwright (guest), TJ Johnson, Suzi O'Byrne, Tiffany Ng, Mary Watts (guest), Richelle Godwin, Bruce Williams, John Sykes, Marty B (guest); Randi Smith, Amy Lee

Absent: Trish Bloor

Agenda

7:00 Call to Order (Jim)

- Guests/Announcements – Steve Hiday has resigned – position available, Marty B. is stepping back – we have a single candidate.
 - Community Relations Coordinator Transition
- Approve minutes for July meeting – need to remove the closed session, add board member non-attendees. B. Williams moved to approve as corrected, TJ s seconded, 10 for, 2 abstentions, motion passed.

7:05 9/12 Event Status (Kirby Cartwright)

Reviewed fundraising outlook. Received money from vendors. Most concerned about Education talks as Covid may have an impact. Depends heavily on attendance.

Reviewed Covid safety plan, project schedule, very much up to date and on schedule.

TJ – is the estimate based on maximum numbers for tours and lectures. Max for tours, for lectures budgeted 50% capacity.

TJ – if things get locked down again do we have an alternative plan to put things on Zoom? No. But we can do that.

7:15 Treasurer's Report (TJ)

Audit committee met, everything looks in good order. Regarding ask about investments, can we lock in gains? Don't have that finalized. Will be reported or recommended by next meeting or ahead of it. Regarding RFF \$600 for honorarium for plant sale - approved.

7:20 Program Update (Mary)



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Gardens are still working on signage with primary focus on entry signs. At this point below budget. If that remains the case we may expand efforts to other signs within gardens.

Education – technically the team is on summer break

Clinics – many operating. Leadership team looking at possibility of being short staffed. May have to close or combine some next year.

Garden Leadership – discussing pace of change, whats on the horizon and how to deal with changes.

GivePulse – a lot going on behind the scenes. Tech team is working hard on that. August 24th should be rolled out.

- Garden, Education, Clinic, Program Leadership Team and Initiative Status

7:30 Report on meeting with Jennifer Marquis (Carrie)

Carrie shared graphic of program priorities.

Meeting in July with Jennifer Marquis, Program had concerns about new CAR forms and reporting requests for clients regarding ethnic diversity. Discussed difficulties of collecting data as well as our doubts about the value add of having it. Jennifer agreed to delay counting – provided that we come up with an alternate classification. Agreed to automated method for collecting diversity data. Worried about the pace of change. She seem sensitive to that.

7:40 Program Assistant Proposal (Jim/Mary/Carrie)

Office is understaffed. Jim feels top priority should be to get Mary help. Jim shared a proposal to get Mary help. Proposal is for two year trial period. A discussion followed of the potential / likely costs of a 30 hour per week or 40 hour per week position. WSU is willing to put up money. Two proposals put to the board – one that the foundation put up money for a two year period with an intent to offset costs by focusing on raising funds through intern training – motion passed. Second proposal – How many hours do we fund for – motion made for forty hours - \$26,100 for each of two years – passed.

7:40 A'Key Grant Status (Carrie)

Three submittals – final assessment will be done by end of the month.

7:55 Board Member report on Special Focus Status.....if time



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- Education Team – Richelle and Bruce W. – Richelle and Bruce had a chance to talk with Dave for summer connection – will try to
- Plant Sale Team – Valentina – Fill this in -
- Donations – Randi – family emergency – not able to meet. Will meet next week to discuss donation strategy.

8:05 Vice President candidate(s) (All)

RCW requires four officers for a non-profit. Nominees for Vice President – no one raised their hand.

8:10 Activity Lookahead (All).....5 minutes

- Establish recognition event planning team - currently scheduled for October 17th late morning. Suzi, Valentina, TJ, Bruce Caredio and Jim all volunteered to help Richelle plan the event.

8:20 Emergent items (All).....5 minutes

Tiffany Ng would like to add to the future agenda the redesign of the website. Code of present one is too old to update. Will draft a proposal to get new website designer platform.

8:25 Board Executive Session (Board members only)

8:30 Adjourn

Next meeting: Thursday, September 9, 2021, 7 to 8:30 pm