



MASTER GARDENER FOUNDATION OF KING COUNTY

BOARD MEETING MINUTES

Thursday, November 11, 2021

Board Members: Jim Olson, Valentina Barei, Carrie Hill, Bruce Caredio, Amy Lee, Trish Bloor, Bruce Williams, John J Sykes, Tiffany Ng, Randi Smith, TerryJo Johnson Wing, Suzi O'Byrne

Guests: Heather Fuller, Marty Byrne

Call to Order (Jim) at 7:04 p.m.

Minutes for October were approved

No nominees for Vice President were presented

Guest Announcements – Jim introduced Heather Fuller who has taken over the writing of the newsletter from Marty.

Call for Newsletter Content (Heather)

Heather introduced herself as the new newsletter editor. She wants to encourage everyone to use the newsletter more. She pointed out that if sending a Constant Contact having a second communication via the newsletter is great. The Newsletter reaches about a thousand recipients, possibly more. Heather encouraged everyone to think of it as an advertising campaign. She explained the schedule for calls for submissions. There will be an earlier deadline for the January newsletter of December 2nd.

MGFKC Website Update Status (Tiffany)

Tiffany is presently in discussion with Brian Fisher. He is willing to give us the FTP admin username and password (going better). He is willing to have a written contract if we move forward with him. He has requested an extension of one week on the proposal. Tiffany will forward the proposal once received. Following their discussions she is much more comfortable working with him provided he delivers on the proposal. That should cover a SOW / Contract for redesign and SOW / contract for maintenance. If she gets SOW / Contract she will present it to the board and then circle back with him. Will also provide a list of alternatives if the proposal doesn't look good. One thought on budget issues is that we can have him work to a point then take over or make a request for funds if the shortfall is small (\$100). Discussion of costs and role of SOW followed.

Penny Kriese has volunteered to take on content. She will develop new content and refresh wording.



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Discussion of division of materials between the Program website the Foundation Website followed.

Program Update (Written by Mary, presented by Jim)

Reapplication

- As of November 10, the number of MG's who reapplied for 2022 was 213
- It is reasonable to assume that all of the 482 MG's who verified their vaccination status intend to reapply.

Intern applicants

- 171 applications were received for 2022 MG basic training
- 2022 class will include at least 100 students
- We are still waiting to hear from all clinic leaders regarding how many interns they can accommodate in 2022. Those numbers will influence how many applicants are accepted.

Program Assistant

- We have hired a Program Assistant!
- Kaiti Lopez started work Tuesday, November 9 in a part-time capacity
- The full-time position has been approved by WSU and is posted. Kaiti will be submitting her application for that position this week.
- An announcement will go out but to simplify the message I intend to wait until the hiring process for the full-time position is a little further along.

Clinics

- The CLT is strategizing for potential 2022 headcount impacts
- A new clinic will launch in 2022. Location will be the Cesar Chavez demo garden. Clinic Leader is Carrie Hill

Gardens

- Garden leaders are invited to plan garden activities for 2022 interns. There are two days scheduled as part of Basic Training for interns to be at the demo gardens.
- GG and BDG have their speakers lined up for next year. DG Leadership group discussed leadership issues – need for succession planning. Talk about speakers, honorariums going up,

There was a discussion of Speakers Bureau and how the honorarium is asked for and tracked, if received.

Treasurer's Report (TJ)



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TJ provided a review of where we stand at present with our budget. TJ did withdraw \$30,000 from our largest account. Our current balance in total is \$401,565.65. She will make a recommendation later on what to withdraw before the end of the year.

Couple of items that will show up as overages – communications. Accounting for our audit went up. Plant sale expenses – still getting submissions for plant sale expenses.

Regarding investments – Jim commented – since 2013 until last month we never took anything from reserves. In one sense if we never got into our reserves until now, he thinks this is a mark of a successful organization.

2022 Budget, TJ has plugged in what she has. For some items there are zeros. For some she has put in the same as last year. She walked the board through everything to date along with a review of her comments, questions and notes.

Generally went through the budget and over some questions.

TJ noted that CUH is really bad at timely invoicing. TJ hasn't gotten any for 18 months. She will often get several at a time.

Then we had a brief presentation from Randi and John.

This year instead of sending out packages wondering if first weekend in December we can meet at CUH. Valentina and Trish volunteered. Randi has a draft of the appeal letter. Targeting to have draft complete before Thanksgiving to the board for review. Still planning on two letters.

There was a discussion on fundraising.

Event Lookahead (Jim)
T-shirts & NWFGS

Board Member report on Special Focus Status

Education Team – Bruce W. -Dave said they hadn't done any work on the Shoreline conference

Plant Sale – Valentina did not have an update

Adjourned at 8:25 p.m.