



MASTER GARDENER FOUNDATION OF KING COUNTY

BOARD MEETING MINUTES

Thursday, July 14, 2022, 7:00 p.m. - 8:30 p.m.

Attendees: Jim Olson, Carrie Hill, Bruce Caredio, Bruce Williams, Trish Bloor, TJ Johnson, Phil Fordyce, Linda Peterson, Amy Lee, Nancy Marshall

Absent: Lynn Provost, Suzie O'Byrne

Guests: Gary Scheider, Marty Byrne

7:03 Call to Order (Jim)

- Meeting was called to order by Jim Olson @ 7:03 p.m.
- Guests today - Gary Scheider, Marty Byrne
- Minutes for June meeting were approved. Bruce C motioned, Bruce W seconded, and there was unanimous approval voted by all attending members.

7:05 Secretary and Vice President volunteer/nominees (All)

- Amy Lee volunteered to be MGFKC Secretary.
- TJ motioned acceptance, Trish seconded, and there was unanimous approval voted by all attending members.

7:10 Nancy Marshall Director and Officer vote (All)

- Trish motioned acceptance, Bruce C seconded, and there was unanimous approval voted by all attending members.
- Jim invited everyone to introduce themselves to Nancy.

7:15 Program Coordinator hiring status (Jim)

- Two candidates are scheduled for interview on Monday.
- It was estimated it would take 4-6 weeks to hire and onboard the new hire after the decision is made.
- Jim anticipates a September start date if everything goes as planned.
- Phil expressed that this timeline and process was too long.
- Trish asked if the candidates were current Master Gardeners. Jim replied "no – they have a history of working with plants and volunteers, but they are not part of the MG program."
- Hiring process for the assistant will be on hold until the Program Coordinator has onboarded, so they can be involved with the decision.

7:19 Program Update (Carrie)

- Program leadership team met yesterday.
- 50th year celebration planning is underway for next year.
- No updates from clinic and garden committees.



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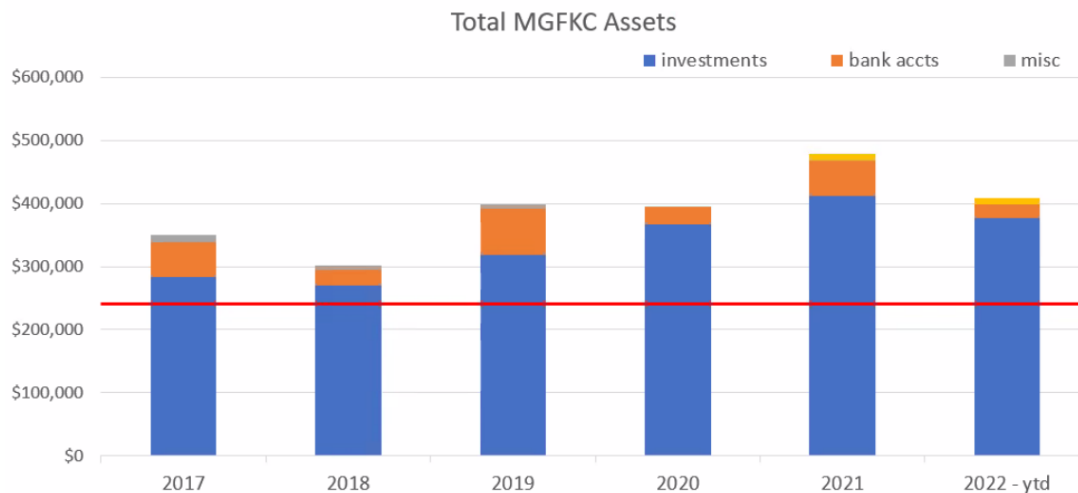
- An email was sent on June 13 requesting intern program support in 2023. We received 18 volunteers. 7 are from the 2022 class. A couple have some professional training experience, and a couple have project management experience. They are looking for someone to lead the team. Carrie is evaluating the schedule, venue, and fees. Phil spoke up and offered to help with intern training as well.
- About 80 attendees were at BBG CE talk last weekend. Raised about \$350.
- Mary Watts (Snohomish County Program Coordinator) asked about purchasing a clinic box, and Carrie recommended lending her a box, rather than giving her one. Jim recommended having a check in and check out date on the box. Cost per box would be \$400 or \$500 for printing and would take 2 hours of time to produce. Amy asked if Mary had access to One Note, and Carrie said we could remind her of this option. Gary said we should feel proud of this resource that the CLT and Carrie created.

7:35 Treasurer’s Report (TJ)

- Garden spending has been slow.
- Insurance quote is in process.
- Liability policy recently renewed. Price went up by more than \$600 to \$3021 but was only slightly more than what had been budgeted.
- Investment report –there were some losses due to volatility. (See screenshot below)
- Audit committee will meet next week. Nancy will join. TJ will stay on for continuity.

MGFKC Finances Year End 2017 to 2022 - ytd

Updated July 11, 2022



7:40 Bellevue Botanical Garden 9/11 event status (Linda)

- Two speakers have been scheduled.



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- Ann Bikle, an expert on renewing soils, will speak at 10am in the morning. This will be followed by a book signing.
- Ladd Smith is the second speaker and will talk about how to prepare your lawn in fall for winter.
- Bruce W is working on getting vendors.
- Bruce C working on a plant sale.
- Marty discussed need for an event marketing and promotion schedule. There is a documented model from last year that can be followed.

7:45 Education Strategic Assessment Team update (Bruce W.)

- The group has not yet met but is scheduled to meet on Monday.
- Bruce commented on BBG educational event held last weekend. He said getting engaged with the 5 different stations took a lot of effort, and he would have wished for more time and fewer people, though he was happy with the attendee numbers.
- The group discussed not using the term 9/11 for the BBG event (due to the negative connotation) and it was confirmed that September 11 is being used.

8:00 Brown Bear Carwash Fundraiser (Jim)

- Jim opened up for discussion the opportunity to raise funds via sale of Brown Bear carwash tickets. He explained that we would need people to implement it.
- Trish thinks it is a good idea, and knows another club who does it, but is too busy with Constant Contact to take it on as a project.
- Jim offered the option to table it until next Spring next year.
- Bruce W suggested setting up a booth or table to sell tickets at Plant Sale events or revisiting it in the long-term strategic planning meeting in January.
- Carrie said she felt the profit margin is good, and suggested we experiment with selling some tickets at the September 11 BBG or Annual Recognition events to see how it goes.
- Nancy mentioned that it could be subject to sales tax, and said we need to look into it. Jim asked TJ and Nancy to report back on this.
- Trish suggested ordering some tickets before the price is goes up from \$1.50 a piece to \$2.50 in a couple of weeks.
- Bruce C motioned for 200 tickets be purchased, Phil seconded, and there was unanimous approval voted by all attending members. The group also agreed for tickets to be sold for \$10 with an option to go up to \$12 depending on Brown Bear's requirements.
- TJ will draft the RFF.

8:01 Look ahead (Jim)

- October annual meeting and recognition event
 - Scheduled for October 23.
 - Will include recognition, CE, food.



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- Jim expressed the need for an event program manager. There were no volunteers. He will send out a reminder.
- Program Office future
 - Office space contract runs out in 2025.
 - We will need a project team and dedicated plan for moving forward.
 - Will focus on this during long-term strategic planning meeting in January.
 - We are currently paying \$30k/year and not using the space, except 4 hours per week for the diagnostic team. (\$1500 month for 16 hours occupancy.) We are also paying for parking, phone, and printing.
 - Amy asked if we could rent out the meeting room. TJ and Jim did not think it likely we could sublet.

8:14 Emergent items (All)

- Phil asked what to do with the quilt he is donating to the annual MG education conference in Olympia. Jim has provided contact details and Phil should hear from them soon. Jim thanked Phil for the donation. Everyone wanted to see a picture of the quilt and Jim shared it on the screen. (See partial screenshots below.)
- Price is set at \$375.





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8:18 Meeting Adjournment

- The meeting was adjourned @ 8:18pm.

Next meeting: August 11, 2022, 7:00 pm – 8:30 pm