



# MASTER GARDENER FOUNDATION OF KING COUNTY

## BOARD MEETING MINUTES

Thursday, August 11, 2022, 7:00 p.m. - 8:30 p.m.

**Attendees:** Jim Olson, Carrie Hill, Bruce Caredio, Bruce Williams, TJ Johnson, Phil Fordyce, Linda Peterson, Amy Lee, Nancy Marshall, Suzie O'Byrne, Trish Bloor, Lynn Provost

**Absent:** None

**Guests:** Gary Scheider, Marty Byrne, Daryl Schlessner

### 7:02 Call to Order (Jim)

- Meeting was called to order by Jim Olson @ 7:02 p.m.
- Guests: Gary Scheider, Marty Byrne, Daryl Schlessner
- No announcements.
- Minutes for July meeting were previously approved via email.
- Jim asked for Vice President volunteers or nominees. There were none.

### 7:05 Program Coordinator hiring status (Jim)

- 3 candidates were interviewed, and a new hire was selected.
- Sarah Moore will start on September 1. Career highlights include Executive Director of Burien Botanical Garden with Burien City Council and Pacific Science Center. Interviewers were really impressed with her. Daryl will make an announcement tomorrow.

### 7:10 Program Update (Carrie)

- 2023 intern classes will be mix of zoom and in-person meetings, and a similar schedule to previous classes.
- April Creasey and Darla Gatte, two 2022 intern class graduates, have volunteered to lead the internship program, together with the new Program Coordinator. Both have backgrounds in education development and project management.
- Phil thanked Carrie for her leadership on the internship program over previous years, together with Penny Kriese.

### 7:18 Treasurer's Report (Nancy)

- Nancy was added to the bank accounts on Friday and is familiarizing herself with MGFKC finances.
- BBG needs a higher level of insurance - currently has \$1M policy and needs to be increased to \$2M. Quote is in process.
- Looking at budget v. actuals: expenses are running under budget except for insurance and PayPal fees. Will look further in PayPal and get back to the group.
- Phil asked if the group should be investing more into the program. Nancy said she will research this. TJ said we typically budget more than we spend, and one of the issues has



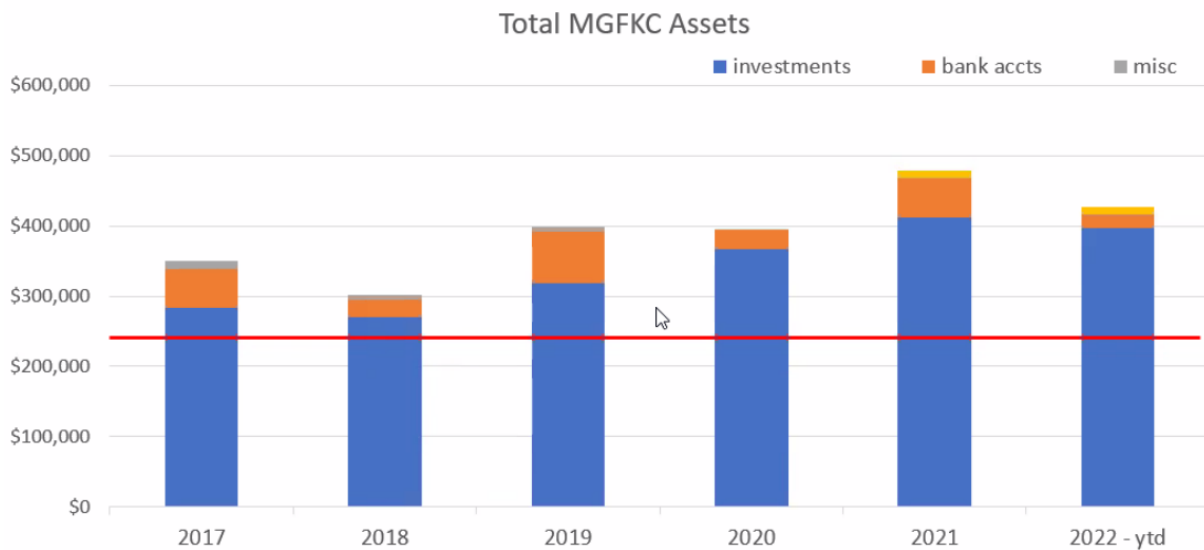
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been that we don't have the people/volunteers to carry out the projects to spend the money. Phil suggested the idea of hiring people to carry out the projects.

- Trish asked how much money was brought in the via the email appeal. TJ said it was low and she needs to check on the actual number and get back to the group.
- Lin asked how demo gardens ask for funds. Jim explained that there is a process that will kick off probably by the next meeting.

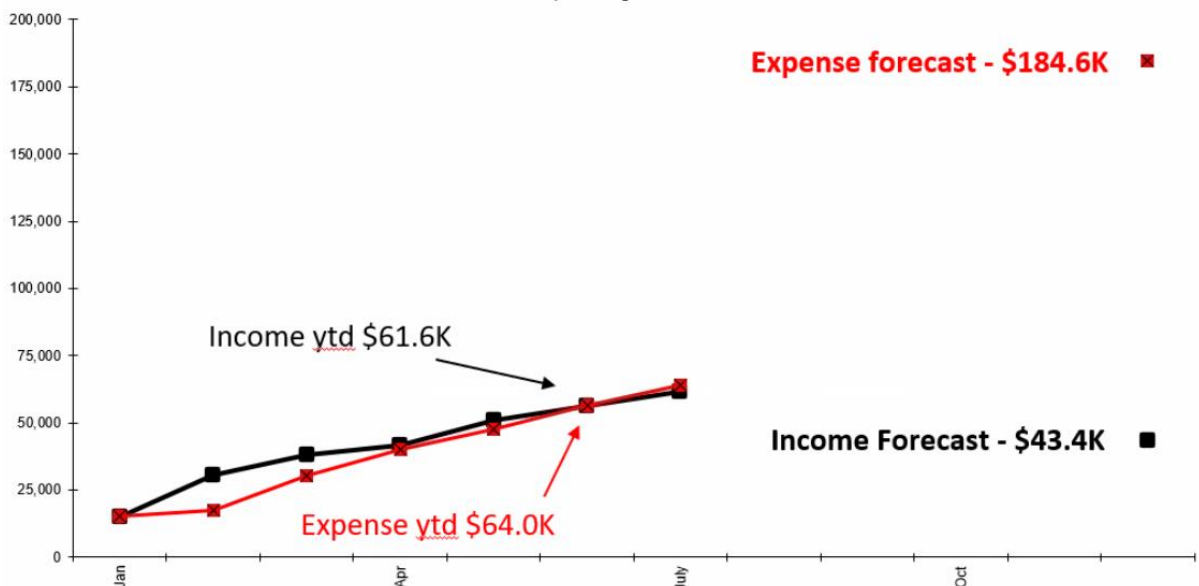
## MGFKC Finances Year End 2017 to 2022 - ytd

Updated August 7, 2022



## MGFKC 2022 Budget Performance – ytd

Updated August 7, 2022





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### 7:32 Bellevue Botanical Garden 9/11 event status (Linda)

- Thank you to Marty, Carrie, Trish, Penny, Jim & Gary for their assistance.
- Sign up genius has about 150 hours of volunteer time available. A message will be sent out tomorrow listing the opportunities and registration details. Marty confirmed this.
- 3 vendors have sent checks, and one more is coming (Total of \$400.)
- If we sell 100 seats, we are projected to make \$2,500. (\$25 per seat).
- Another \$500 is projected from plant sale.
- Expenses are \$750 for speakers, \$250 for refreshments, \$212 for facility staff fee.
- RFF: \$250 for the plant sale to purchase fall plants that are in bloom. Benefits would be: additional income and added attractiveness to our display.
- Phil asked if \$250 would be enough. Linda wasn't sure. Bruce W said that this would be a trial. He said that we anticipate significant mark up and they will be selected/curated carefully. Linda said that in the event that there are leftovers, the plants go to the BDG floating plant sale on Wednesdays. Suzi asked Gary what the budget has been previously at the CUH sale. Gary said it was ~\$800. TJ asked how many vendors there would be. Bruce W said that 4 that will pay a fee, and there will also be 4 partner vendors that won't pay a fee (includes Fuchsia Society and Seattle Tool Library). Suzie assured us that we would be able to get our money back.
- TJ moved that we accept the \$250 request for funds (RFF). Phil seconded. The motion was unanimously passed by all board members in attendance.
- Suzie will work with Nancy on payment arrangements.
- Suzie advised that MGFKC website has a printable flyer for the 9/11 event.

### 7:50 Education Strategic Assessment Team update (Bruce W.)

- No update.
- Phil asked what the Education Strategic Assessment Team is. Bruce W advised that it is a group of talented people who are looking at expanding how we educate others. E.g., hands on workshops with higher tuition fees for things such as propagation.
- TJ asked if we had any talent that could provide classes on plant identification. Jim said it is part of intern training and is open to MGs depending on room capacity. Bruce W will look further into this request.

### 7:53 Brown Bear Carwash Fundraiser (Jim)

- TJ purchased 250 tickets, per last month's board decision. They will be made available for sale at the 9/11 event. Plan is to sell them at \$10 for a \$12 car wash.
- TJ said we need a process for selling the tickets and accounting for them. (Either written or on computer.) She said it is an incredible opportunity for us and suggested we consider doing this again and selling them at our clinics. Jim said we can't do it, because for example, the Redmond Farmer Markets prohibits non-profits from selling at their



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booth. If we sell in the gardens, we'd need to solve some logistics (such as credit cards or cash only.)

- Bruce C suggested we offer the tickets privately to MGs. E.g. via email. Jim said it would be difficult in practice. He suggested doing it via mail and clinic leaders. Suzi agreed that August would be a good time for a promotion.

### 8:00 Look ahead (Jim)

- October annual meeting and recognition event (10/23)
  - Jim will work with Daryl and Marty on getting a communication out in the September newsletter for the "outstanding MG" peer-to-peer recognition award.
  - Food and snacks will be available at BBG.
  - Jim asked for volunteers to participate in 4-5 planning meetings. TJ & Phil offered to help. Still need 1 or 2 more people.
- Annual Appeals letter
  - Jim asked for volunteers. Nancy and TJ volunteered to lead the process.
  - All board members will be asked to join envelope stuffing event at CUH. Date TBD but will be before year end in November or early December.
- Program Office future – once the new Program Coordinator joins, we will ask for her input.

### 8:10 Emergent items (All)

- RFF for NW flower and garden festival (Gary)
  - Discussed opportunity to sponsor a show judge, as detailed in the slide below.

Program Leadership Team

## 2023 NWFGF Opportunity

- Attempt to place a seminar speaker will not pan out for us
- Found alternate opportunity to sponsor a show judge earning us a large booth outside seminar rooms vs. upstairs with other organizations in the market place
  - This is what NHS and BBGS did at last year's show
  - Gain: booth traffic more focused on educational and hearing national speakers
  - Gain: much additional recognition and visibility at show
  - Gain: opportunity to arrange other engagements with judge (e.g., at-cost class, CE or for public)
  - Negotiations re: sponsorship fee and benefits are ongoing
- Given WSU Program's 50<sup>th</sup> anniversary in 2023, provides opportunity to highlight entire state program
  - Seeking intellectual, logistics and financial support
  - Coordinated messages about our Programs
  - Feature KCMG and other State Program's revenue programs (e.g., Growing Groceries, etc.)

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WSU Extension Master Gardener Program in King County

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- Cost is \$3,000. Gary negotiated this down to \$2,500.
- Other costs would include additional banners and state information.
- WSU will not be able to contribute funds but may be able to provide some supporting materials.
- Phil asked if MG volunteers would still get free tickets. Gary said yes, we would have tickets for volunteers.
- Phil asked if we would still have the other booth upstairs. Gary and Phil both said they would support having the usual booth upstairs, as we get good traffic there.
- TJ asked what we would be getting out of it. Gary said it would be additional traffic, and the opportunity to bring in MGs from other counties or promote other counties. TJ expressed frustration that WSU would not contribute funds. Phil suggested we push back on WSU & the state foundation to see if they can find funds.
- Suzi has worked BBG booth since 2009. Last year it was situated outside the seminars and there was very little traffic. She strongly suggested having both the upstairs booth for King County, and the downstairs one for other counties. She thought it would be advantageous to have both, and recommended staying with the upstairs booth, if we could only have one. Phil agreed that people don't really stop when coming and going from seminar rooms.
- Linda said she rarely stops at anything down there, and always goes back upstairs.
- Jim said we should consider contributing no more than a third of the cost and it should be contingent on other groups contributing too.
- Amy L suggested that the state and WSU should lead the effort.
- Bruce C supported putting pressure on WSU to contribute funds.
- Gary will share the board feedback with the organizers.

### 8:32 Meeting Adjournment

- The meeting was adjourned @8:32 pm.

**Next meeting:** September 8, 2022, 7:00 pm – 8:30 pm

*Meeting notes were prepared by Amy Lee, MGFKC Secretary.*