



MASTER GARDENER FOUNDATION OF KING COUNTY

BOARD MEETING MINUTES

Thursday, January 12, 2023, 7:00 p.m. - 8:30 p.m.

Attendees: Jim Olson, Carrie Hill, TJ Johnson, Phil Fordyce, Amy Lee, Sarah Moore, Lin Provost, Nancy Marshall, Trish Bloor, Linda Peterson, Bruce Williams, Suzi O’Byrne

Absent: Bruce Caredio

Guests: Joe Jennings, Daryl Schlessler, Gary Scheider

7:03 Call to Order (Jim)

- The meeting was called to order by Jim Olson @ 7:03 p.m.
- Guests today - Daryl Schlessler, Joe Jennings, Gary Scheider
- Minutes for December meeting were approved. Phil motioned, Bruce W seconded, and there was unanimous approval voted by all attending members.

7:05 Program Update (Sarah)

- **Certification Update** – 88.4% of members have completed certification (further details in slide below).
 - Phil requested lessons learned for tracking and retaining those that were lost. Sarah suggested a buddy system, so that someone could help if people are falling behind on meeting requirements. Jim said that Darryl compiled a report last year on hours and engagement. Phil suggested emphasizing a buddy system with clinic leaders. Lin asked if we know when people are planning to leave or not recertify. Sarah said sometimes we don’t know. Jim gave an example from the Redmond Clinic. Amy asked about advertising support for people who are struggling and can’t complete their requirements. Darryl said that few people reach out asking for support, and most people leave due to life changes, some people move out of the area. They express that they are sad to leave the program but need to focus on other things in their lives. TJ expressed the importance of capturing departing members’ names so we can solicit financial support during annual appeals. Suzi asked if we could do anything about the people that we lost due to COVID restrictions. Sarah said there were a handful that were offered the opportunity to return. Suzi offered to help recruit those people back. Sarah said she would look into giving the names to Suzi. Bruce W said he knows of one person that came back. He asked if we thank departing members. Sarah said, “Yes, we do” and that Darryl had initiated this practice, and a note of appreciation has been sent out.



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WASHINGTON STATE UNIVERSITY
EXTENSION

Certification Update

- 510 of 577, or 88.4% completed certification
- 358 Certified
- 144 Emeritus
- 4 Intern 2
- 4 Leave of Absence



- **Intern program:**
 - AKA Basic Training.



WASHINGTON STATE UNIVERSITY
EXTENSION

BASIC TRAINING

- 110 new and one transfer trainee start their training on January 22
- About 5% of them are already taking the quizzes
- Represent all areas of the county and were a good match for the clinic needs
- They will be supported by mentors who receive weekly trainings to prepare for each topic



- **Intern Graduation:** held on zoom. Sarah will invite mentors and training next time.



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2022 Intern Graduation

- Attended by 33 of the 97 total graduating class
- 32 stayed for the entire session
- Many comments of people recognizing fellow trainees
- Q&A identified a need for more ongoing reminders about CE and service hours



- **Other program news**

Other program news for 2022

- 10 new clinic leaders and CICs
- Education team is exploring youth outreach resources
- Ed Team is planning a fall diagnostics class at BBG
- I'm gathering end of year reporting information for reporting



- Jim asked Sarah what she anticipated the biggest risks to be for the coming year. Sarah said she will put thought into answering this.



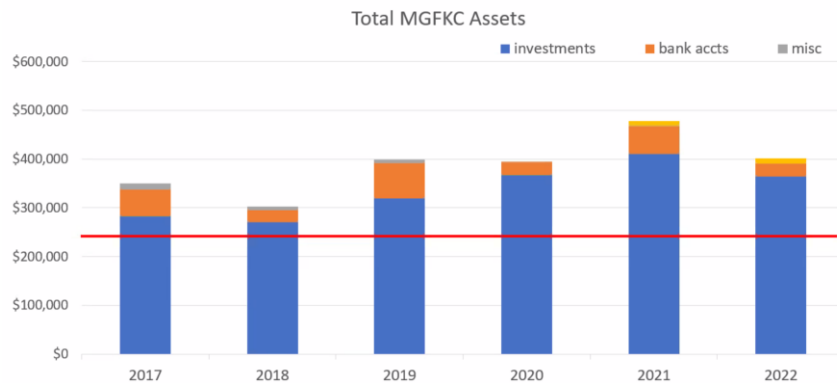
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7:20 Treasurers Report (Nancy)

- **Appeals letter** – Income \$9065, still trickling in. \$7,600 came in via PayPal for growing groceries and BDG classes.
- **Financials** – No major activity. All revenue numbers were over conservative budget. Investments are still down. \$65k in unrealized losses. Balance sheet – sold some Vanguard shares to maintain \$25k cash budget.
- Jim discussed the year end finances and budget performance. (See slides below.)

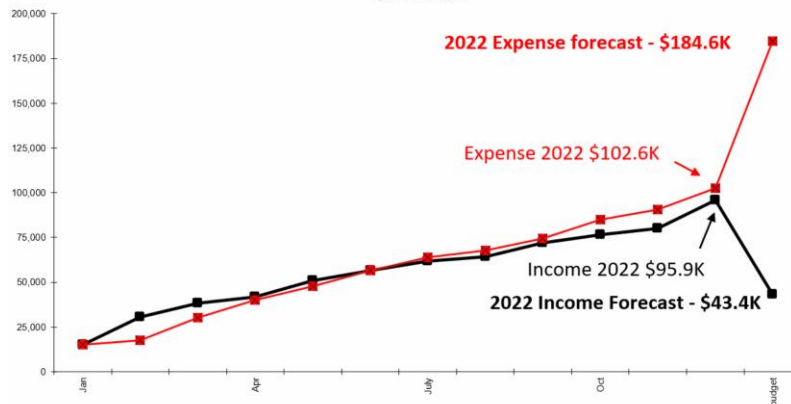
MGFKC Finances Year End 2017 to 2022

Updated Jan. 10, 2023



MGFKC 2022 Budget Performance

Updated Jan. 10, 2022





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MGFKC Budget Balance Context – Is our balance as good as it looks?

- What would it look like if we continually had a Program Coordinator and Program Assistant since 2018?
 - We would have spent \$80K more, on salary alone
 - Our earnings from our investments would have been reduced
 - We would have likely spent more to run the program
 - YE 2022 - \$391K becomes \$300K
 - With 2023 forecast of \$87K deficit, it's now \$213K

7:30 Finalize 2023 Budget (Nancy)

- The group discussed the open coordinator position. Sarah advised that she is still working on it. Concern was expressed that the pay rate may not be competitive.
- Nancy reviewed the draft budget line by line.
 - Affirmed expenses for replacement clinic canopies with Gary.
 - Carrie suggested that badges should be covered by WSU – replacement or new badge. Nancy agreed. TJ agreed. Lin said to keep the line item but mark it as zero. Gary said that there are existing MGs who need new badges. Carrie reiterated that this is a legitimate expense of WSU. They are \$8/piece. In conclusion, it was marked as zero, and annotated as a WSU Expense.
 - Licensing may no longer be needed since plant sale events are now smaller than in the past.
 - Gary asked about the \$18k to go to the administrator's salary. Jim responded that this was based on discussions with Jim, Sarah, and Jennifer. TJ said this is the same amount that was negotiated with Mary. It was what we agreed to pay last year.
- TJ moved that we accept the budget. Suzi seconded. The motion was approved by all.

8:00 2023 Deep Dive Meeting Topics (Jim)

- **2023/2024 Board Membership and Officers** - Amy, Jim and Carrie term out in May. May will be their last meeting. There will only be 5 people left on the board if Trish, Bruce C, Bruce W, Suzi O do not re-up.
- **Foundation Education for KC MGs** - Sarah asked Jim to put together a video about the Foundation – sent out to all existing MGs. Over Zoom. Amy will speak about it briefly at the Intern training. Phil said it would be good to come from more than just the president. Suzi mentioned that we should communicate that the foundation exists to raise money fund and support the program, because our program does not get funding elsewhere. Phil said that we should reach out to all members for support in running events and fundraisers. Suzi said that many MGs have retired, and have



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skillsets, and we don't adequately garner that information. She suggested holding a board panel presentation towards the end of the training program. Sarah suggested that a bigger introduction to the board could be included in an intern check-in meeting scheduled for later in their first year. Suzi discussed creating an elevator pitch – 2-3 minutes that then leads into a longer video presentation from Jim on March 4. TJ asked if Jim could schedule a special meeting for the board to participate and provide feedback. Lin said that the orientation binder is in the drop-box, and she is working on a current update. Penny did the last update. Amy offered to assist Lin in March, if needed.

- **Remaining 2022 T-Shirt Sales** – To be held on Feb 11 at BBG intern training – collecting cash only.
- **Fundraising element status review** – planning and marketing for Growing Groceries and BBG CE series is mature. There is a plant sale opportunity for Sept 10, but no leads for this project yet.
 - Bruce W – education leadership team did not meet on Monday due to weather and power issues. However, this team will take the lead on a CE event like the lab event last year. Have not found leaders for Cool Plants and Hot Topics yet. He recommended asking people to join an organizational team, rather than asking them to be leaders, as it might encourage more people to participate.
 - **Brown Bear Car Wash** – still have 60 tickets of 200 that we bought. Jim will draft a plan to sell these at a place MGs gather. Lin asked if we could do it at the Northwest Garden and Flower Show. Jim said he would ask the project lead if we could do that, since we used to sell raffle tickets there. Suzi said there is a BBG meeting coming up and she would be willing to sell t-shirts and car wash tickets there if she could get some helpers. (\$12/each.) Sarah said we should just sell the t-shirts to the interns and not the car wash tickets.

8:49 Emergent Items (All)

- None

9:00 Meeting Adjournment

- The meeting was adjourned @ 9:08 pm.

Next meeting: Thursday, February 9, 2023, 7 pm to 9 pm, on Zoom