



BOARD MEETING MINUTES

Thursday, February 9, 2023, 7:00 p.m. - 8:30 p.m.

Attendees: (10 Board members + 1 staff) Jim Olson, Carrie Hill, Bruce Caredio, Phil Fordyce, Lin Provost, Nancy Marshall, Trish Bloor, Bruce Williams, Suzi O’Byrne, TJ Johnson, Sarah Moore (WSU staff, KCMG Coordinator)

Absent: Linda Peterson, Amy Lee

Guests: Daryl Schlessler, Gary Scheider, Penny Kriese, Joe Jennings, Marty Byrne

7:04 Call to Order (Jim)

- The meeting was called to order by Jim Olson @ 7:04 p.m.
- Guests today - MGs Daryl Schlessler, Gary Scheider, Penny Kriese, Marty Byrne, Joe Jennings
- Minutes for January meeting were approved. Phil motioned, TJ seconded, and there was unanimous approval voted by all attending members.

Foundation Website RFF (Penny K)

- RFF for unified statewide Foundation websites
- Important - refer to Dec 2022 minutes for Penny’s presentation on proposal
- Pierce, Yakima, King counties are being asked to provide seeder money of \$3k each
- Many counties have no foundation, no website
- Biggest change for MGFKC website - elimination of KCMG programming information; it will truly become a fundraising website, consistent with MGFKC purpose/mission
- TJ motioned to approve Penny’s RFF that MGFKC provide \$3k seeder money; Suzi seconded; passed with 8 “yes” and 2 abstain.

KCMG/BBG partner pots upkeep RFF (Gary S)

- RFF is for funding to immediately purchase a small amount of seasonal plant material (annuals/perennials). Future RFFs will be submitted for additional seasonal plants and structural plants, at modest cost. Landscaping at no cost provided by Master Gardeners Molly van der Burch and Karen Tollefson who anticipate some of future costs will be offset by plants donated by wholesale nurseries. Anticipated cost of this immediate request is \$85.00. An immediate decision is requested.
- Phil motioned to approve Gary’s RFF of \$85; TJ seconded; passed with 9 “yes” and 1 abstain

Program Update (Sarah M)

- See Sarah’s attached slides
- Status of KCMG Program Assistant - HR is still approving position; revenue from King County’s share of 2021 Home Horticulture tuition will be used in support of this position



Treasurers Report (Nancy M)

- **Financials** – Slow month; most revenue came from Growing Groceries & Bellevue Demo Garden Workshops series
- \$38k in bank; \$381k in investments
- Expenses were greater than income this month
- If bank account drops below \$25k will liquidate some investments per our recently updated investment/banking policy

Deep Dive Meeting Topics (Jim O)

- Foundation Education for KC MGs - no notes
- Remaining 2022 Tee Shirt Sales - 81 sold to 2023 interns at \$10 each
- City of Shoreline - wants to give money to Shoreline clinic; interested folks should come up with idea and write grant; 2 ideas so far:
 - Spring CE event at Shoreline
 - Plant Sale at Shorewood
- Speakers Bureau recent activity: Jim's talk on Principles of Gardening in the PNW for the Intermediate Gardener at ?? & Molly van Der Burch's talk on climate change at Bellevue College. We want honorarium checks to go to MGFKC, not individual speakers; W9's should go to Nancy.
- 2023/2024 Board membership & officers:
 - 5 MG letter of interest so far to join the Board
 - General Foundation membership will be given opportunity to vote using Survey Monkey; have not voted in new Board members since spring of 2019 — used alternative recruitment method approved in ByLaws during this time
 - 4 current Board members are leaving: Jim/Carrie/Amy are terming out; Bruce Williams is not opting for a second term
- Brown Bear (BB) Car Wash - do we renew this year's pilot? Jim & TJ recommend we do not renew due to execution challenges; also profit margin not as big should we continue. Treasurer, Nancy, reported that MGFKC made \$820 in BB income since pilot launched

Emergent Items (All) - no notes

Meeting Adjournment - meeting adjourned and Board members remained for Executive Session

Next Meeting - Thursday, March 9th



Attachment 1



WASHINGTON STATE UNIVERSITY
EXTENSION

2023 NWFGF Booth Feb 15 – 19

- All shifts fully staffed
- Volunteers participated in a 1-hour orientation including 9 program priorities
- 90 CE qualified seminar sessions
- Opportunity to meet statewide Master Gardeners



WASHINGTON STATE UNIVERSITY
EXTENSION

Program Leadership Team is setting 1 and 5 year goals

- These will be a living document used as a tool for deciding which opportunities to explore and which we don't have bandwidth for
- I would like to share in a future board meeting for feedback





WASHINGTON STATE UNIVERSITY
EXTENSION

Other program updates

- Developed short program priority training
- PLT is exploring processes for better matching volunteer opportunities to people needing service hours
- Clinics and Demo gardens are preparing for season
- I'm still pushing for progress on a program assistant



2021 Home Horticulture Revenue

County	Students	Income			Expenses/Fees						Revenue /student	Per student KC	Distribution to County
		Home Hort Reg	AOI Registration	Total Reg Paid	8% ASC	3% Credit Card	LMS Fee \$19	Reg Fee \$4	Flash Drives \$13.10	Total Expenses			
King *1	99	\$22,275.00	\$7,425.00	\$29,700.00	\$2,376.00	\$891.00	\$1,881.00	\$396.00	\$1,296.90	\$6,840.90	\$208.84	\$104.42	\$10,337.72



2023 Intern Training Budget Estimate

	Budgeted	Actual	Difference	
	9-Feb-23			
		\$		
Revenue				
Class fees (\$325 per intern @ estimated class size of 110 people)	35,750	35,750	-	
Financial assistance: 5 @ \$150 each	(750)	-	750	
Processing costs	(1,200)	(5,406)	(4,206)	
Total Revenue	33,800	30,344	(3,456)	Shaded values are not confirmed
Expenses				
BBG: security/facilities weekend fees	200	400	200	Rental on two Sundays instead of one
BBG: donation for docent led tours	500	500	-	
Speaker fees & honorariums	1,000	850	(150)	
Dessert tray last day @ BBG for interns & mentors	1,500	1,000	(500)	Originally planned for two days
Graduation recognition (e.g., 10X lens)	1,500	1,100	(400)	Gift TBD
KCMG badges	1,000	853	(148)	2023 badges will be purchased in early 2024
Misc (temporary badge/holders, lanyards, printing, supplies)	1,000	500	(500)	
Contingency	1,000	1,000	-	
Total Expenses	7,700	6,203	(1,498)	
Net Income	26,100	24,141	(1,959)	