



MASTER GARDENER FOUNDATION OF KING COUNTY

BOARD MEETING MEETINGS

Thursday, July 13, 2023, 7:00 p.m. – 8:30 p.m.

Attendees: Trish Bloor, Phil Fordyce, Joe Jennings, Matt Jennings, TJ Johnson, Linda Kaufman, Suzi O’Byrne, Nancy Marshall, Sarah Moore, Lin Provost, Dawn Rubstello, Gary Scheider, Daryl Schlessner

Absent: None

Guests: Joan Baldwin

7:00 Call to Order (TJ, President Pro tem)

- Matt Jennings volunteered to take meeting minutes for the July meeting.
- Phil motioned and Joe seconded to add Joan Baldwin as a new member of the Board. The motion was approved unanimously by all attending members.

7:10 Officer Elections (TJ)

- Nominations and vote for President, Vice President and Secretary.
 - **President** – Trish nominated and Daryl seconded Joan for President, with no other nominations. Attending members voted unanimously to approve Joan to the role. (Joan and TJ agreed that TJ would lead the remainder of the current meeting.)
 - **Vice President** – Daryl nominated and Lin seconded Joe for Vice President, with no other nominations. Attending members voted unanimously to approve Joe to the role.
 - Trish clarified and Joe confirmed his understanding that the roles of Board Vice President and the Chair of the Development Committee are two separate, distinct positions and not a combined role.
 - **Secretary** – Phil agreed to take on the role once his schedule frees up at the end of the year. As we had no other nominations, Trish nominated and Joe seconded Phil for Secretary with duties to begin in November or December. Attending members voted unanimously to approve Phil to this role. Until then, secretarial duties will be temporarily assigned to individuals by the President.

ACTION ITEM: Provide Phil with a copy of the Secretary responsibilities.

7:30 Development Committee (TJ)



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- **Background:** The Development Committee has been active intermittently for the past 20 years, with the most recent work conducted about two years ago. Unfortunately, not much movement has taken place since then, and this committee currently has no members.
- **Committee Chair:** Lin nominated and Matt seconded Joe as Chair of the Development Committee. Attending members voted unanimously to approve Joe to this role.
- **Committee Members:** Before adding new committee members, Joe requested to first confer with Sarah and Joan to develop a structure that will describe the roles and skills best suited for this committee. Joe confirmed that committee members can include non-Board Members.
- **ACTION ITEM:** *Joe to meet with Joan and Sarah and come back to Board at next meeting with proposed structure.*

7:40 Program Update (Sarah)

- **Leadership update:** Natalie Remedios joined as PLT Basic Training leader; Gia Parsons and Janine Allen as PLT DEI co-leaders, alternating months; April Creasey working with Speaker's Bureau to vet and build up capacity. Sarah is seeking additional leaders across program teams.
- **Garden Updates:** Finn Hill team working with Kenmore Rhody Garden, using their space for training. Starting to review Soos Creek MOA.
- **Clinic Pop-Ups update:** Seeing increased requests for pop-up events. Will be attending Enumclaw County Fair for first time with 4-H. Sarah wondering if we might uplevel our booth display quality over time.
- **Extension update** – Alyssa Bowers (new Director at King County Extension) tentatively approved a move for the MGs to the Extension office but has concerns about office layout. Will be meeting in Aug to discuss. Sarah also continuing discussions with Diagnostic Lab and Youth Ed about move concerns.

7:55 Proposal for 2024 Northwest Flower & Garden Show (Sarah)

- **Background:** Operating annually since 1989; 60K attendees; 400 exhibitors and 90+ seminars. KCMG historically staffed a 10'x 10' booth with outstanding MGs being given first offer to staff.
- **Proposal for 2024 Booth:** In 2024, WSU State MG will have a 10' x 30' booth in prime corner location. Cost is \$7,500 shared with other county foundations (MGFKC contribution \$1,250). Sarah proposes eliminating the KC booth and joining the WSU booth. MGFKC cost will be offset by funding already budgeted for King booth, plus



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contribution to WSU booth. This is a better location and big enough for both plant clinic and KCMG programming, reaching a larger audience at similar cost.

- **Resolution:** Joe proposed and Phil seconded a motion to:
 1. forgo our own KC booth and join the state booth
 2. increase our 2023 budget by \$673 to cover the cost of joining the state booth.

Attending members voted unanimously to approve this motion.

(Budget increase explanation: Per Nancy, we had \$1,000 budgeted for 2023. We spent \$423 and have \$577 remaining. We need an additional \$673 to pay the \$1,250 cost for our portion of the state booth.)

8:05 Treasurer's Report (Nancy)

- **Highlights:**
 - Diagnostic class netted us \$1,120.
 - Communication costs went up due to price increase from Constant Contact, plus postage budget overage.
 - Investments are doing well.
- **Questions/comments:**
 - **Shoreline Grant:** Joe recommends invoicing Shoreline for the grant as we have not done so yet.
 - **Clinic spending:** Clinics do not reflect as spending their annual allotments yet, however, Gary stated this is typical as these receipts arrive towards the latter part of year. Joan suggested we reach out to clinics to encourage them to submit any receipts they currently have.
 - **Revising budget** – Joe recommends reviewing and revising our annual budget in the next month, to correct our initial spending forecast and more accurately reflect where we think we'll land by year's end.

8:15 Fall CE Event – Hot Topics Cool Plants, 9/10/2023 (Dawn)

- We were planning on participating in the Fall CE event, but did not as we did not have anyone available on that date. Additionally, Bellevue already had booked the same speaker covering the same topic in September, so it didn't make sense due to this conflict.

8:20 Spring Appeal (TJ)



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- Resolution: Joe proposed and Phil seconded a motion to revise the budget and actuals *before* working on a new appeal letter so that we can include the newer data. Attending members voted unanimously to approve this motion.
- Joe also suggested that we forgo the Spring Appeal letter for this year as we would not be able to mail until late-August/September with the Fall appeal approaching soon afterward. Similarly, we will need the revised budget and YTD actuals for these communications. The attending members concurred.

8:23 Emergent Items (All)

- Phil is out of town next month, so will miss the September meeting.
- Phil reported his wife made 2 quilts for the state MG convention and will drop them off with Sarah.
- Joan thanked the board for their confidence in assigning her to the board, and looks forward to working with each of us on this important work.
- Daryl advised Linda that Foundation Board meetings and all related Foundation support activities can be reported as “program support” in Pulse.
- Joe asked if we could separate the business and recognition meetings, rather than combining them. TJ agrees but will investigate our bylaws on meeting timing and availability of meeting space.
- Phil continues to hear frustration from MGs over how to enter time in Pulse. Sarah will try to include a link to the brief instructions in future MG communications.

8:26 Meeting adjourned.

Next meeting: Thursday, August 10, 2023, 7 pm to 8:30 pm, on Zoom