



MASTER GARDENER FOUNDATION OF KING COUNTY

BOARD MEETING MINUTES

Thursday, October 12, 2023, 7:00 p.m. – 8:30 p.m.

Zoom Meeting - <https://us06web.zoom.us/j/88172076722> Meeting ID: 881 7207 6722

One tap mobile - +12532158782,,88172076722#

Dial in - +1 253 215 8782 Meeting ID: 881 7207 6722

Director Attendees: Joan Baldwin, Daryl Schlessor, Joe Jennings, Linda Peterson, Phil Fordyce, Gary Scheider, Matt Jennings, Suzi O’Byrne, Dawn Rubstello, Trish Bloor, Lin Provost, Nancy Marshall, Linda Kaufman, TJ Johnson

Directors Not in Attendance: N/A

Program Coordinator: Sarah Moore

Member Attendees: April Creasey, Ruth Purcell, Kimberley Mackenzie, Cynthia Thichava, Sharon O’Grady

Agenda

7:00 Call to Order (Joan).....10 minutes

- Welcome guests
- Request a volunteer to take Meeting Minutes for tonight. – **Daryl volunteered**
- Approve September Minutes. – **Phil moved to accept, Joe seconded, motion carried**
- Review September action items
 - Board Members attending October 21 Recognition Event – **Directors are encouraged to attend and help to greet and thank volunteers**
 - Annual Meeting (January) event volunteers

7:10. President’s Report.....10 minutes

- AEC Review
 - **Great conference**
 - **Good attendance from King County, but we were not well represented in collaborations and content contribution**
- Finance Reporting revisions
 - **Program and Foundation will be developing separate budgets to allow for clear segregation of expenses; will then be rolled up into a combined view**
- Board Support for Annual Appeal
 - **Joan thanked the Directors for their early support of the Fall Fundraising Appeal**

7:20 Fall Recognition Event October 21 (All).....10 minutes

- Organizing Committee – Joan, Joe, Suzi, Linda P, Sarah



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- Theme – “Thank You For Your Thyme”/Speaker
 - Board members as “Greeters” for participants
 - Focus on thanking all volunteers
 - Light lunch buffet
 - Thyme plants in small baskets for MG participants – being created by MG Patricia Tuor
 - We'll have early access to the room at 8am; setup to begin ~9:30am; event is 12-3pm
 - Directors available to assist with setup and/or greeting: Nancy, Trish, Gary, Linda K., Joe, Linda P., TJ, Suzi
 - Board Nominations
 - Propose Board nomination for Jim Olson for his service to MGFKC & Program – Joe moved to nominate, Suzi seconded, motion carried
 - Trish to take lead on writing the recognition statement
 - Propose President's nomination to long-term MG volunteers
 - Joan anticipates selecting Sharon O'Grady for her extraordinary leadership in our graceful exit from Finn Hill; her selection is supported by the Directors
 - Joan is also considering how we might recognize some of our longest-serving volunteers
 - Sarah is planning to make a Program Coordinator's recognition award and is planning to select Emily Bishton for her many years of extensive service to the Program
- 7:30 Development Committee Update(Joe)- See items emailed separately.....15 minutes
- Annual Report/Appeals Letters/Donate Page
 - 100% of our Directors have made pledges to the Fall Fundraising Appeal, raising \$5,650, more than 10% of our goal, before the campaign begins
 - Schedule
 - Fall Fundraising Appeal was announced in the October 1 newsletter
 - Website changes go live tomorrow, 10/13
 - Home page changes, new Donate page, new Donors page, new Annual Report page
 - Thermometer (progress toward goal) will go live sooner than expected, due to Director donations
 - FAQ section has been proposed; route potential questions to Joe as they arise
 - First wave emails to members on 10/17
 - Second wave will go to non-members
 - Third and fourth wave as follow-up
 - Potential physical mailing in November, depending on email response



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- Overview of final letter content
 - Overview of Annual Report
 - Overview of new Donate page
- 7:45. Fund raising & Board mix - Proposal (Phil).....5 minutes
- Recruit board members outside MG ranks strategically
 - Update By-laws
 - Topic postponed to next meeting due to time constraints
- 7:50 Program Update (Sarah).....10 minutes
- Emanii Owens has accepted a role as our new Technology Chair
 - Annual certification applications will open October 19
 - Program Office is working to help volunteers find additional activities to complete certification requirements
 - Intern application window is open through October 31 and planning for 2024 training is underway
 - 48 Outstanding Master Gardener Award nominations were received for individuals and groups (totaling ~75 volunteers)
 - CAHNRS/Extension Conference last week: Our goals are significantly aligned with those of Extension and the College of Agricultural, Human and Natural Resource Sciences
- 8:00 Office Future Update (Sarah).....5 minutes
- Sarah & Joan met with WSU Extension office over could be January, 2024
 - Other Extension teams are excited for us to join them in this space
 - Some reconfiguration and reorganization of the space will be necessary prior to our move
 - Joan contacted UW CUH to begin conversation regarding move
 - Discussion with UW will continue in the coming weeks
- 8:05 Treasurer's Report (Nancy).....5 minutes
- September financial update – overview from Nancy; details sent via email to Directors
 - 990 filing update – will be ready in time for next Board meeting
 - Finn Hill Demo Garden shed sale – \$7K will be received from the church for the Finn Hill garden shed, which will remain in place
 - Request for Directors to consider making their pledged donations via check to save us the credit card transaction fees
 - Nancy and Sarah will explore ways of getting physical mail with donation checks to Nancy more quickly during this period



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- 8:10 Board composition/succession Proposal (Phil).....10 minutes
- Develop a system of President-elect, Current President, Immediate Past-President to create continuity & support for President position
 - Topic postponed to next meeting due to time constraints
- 8:20 Update on MGF Shed Sale @ CUH (Gary).....5 minutes
- All but 10 or 11 carts have been claimed by clinic groups or garden teams
 - Most other items remain unclaimed
 - We cannot conduct a garage sale at the CUH Shed due to UW rules and liability issues
 - Proposal to consider remaining items for donation to partners and other organizations who can utilize them
 - Joe moved to authorize Gary to develop a donation plan; Linda K. seconded; motion carried
- 8:25 Emergent items (All).....5 minute
- 8:30 Adjourn 8:56pm

Next meeting: Thursday, November 9, 2023, 7 pm to 8:30 pm, on Zoom