



# MASTER GARDENER FOUNDATION OF KING COUNTY

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## DRAFT BOARD MEETING MINUTES

Thursday, June 13, 2024, 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

**Directors In Attendance:** Joan Baldwin, Daryl Schlessler, Phil Fordyce, Lin Provost, Linda Kaufman, Dawn Rubstello, Suzi O’Byrne, Linda Peterson, Trish Bloor.

**EX-officio:** Sarah Moore

**Members:** None

**Guests:** None

### **Agenda**

- 7:05 Call to Order (Joan).....10 minutes
- Welcome – Joan recognized Sarah Moore’s attendance.
  - Approve May 2024 Minutes – Lin P moved to approve; Linda P. seconded; minutes were approved.
  - Volunteer Recognition Event – Planning is underway, and Suzi and Lin P. will help manage the event. The event will be held on October 19<sup>th</sup> at the Bellevue Botanical Garden, from 10am to noon.
  - Shoreline Mini Grant Classes – Planning is well underway. Speakers for 6 classes have been established and the venue is set. The speakers are Master Gardeners to help reduce costs. Leftover funds will be used to update the plant clinic tip sheets.
  - Cool Plants & Hot Topics – Thanks to Phil, Linda K., and Trish for providing guidance in planning this event. Eleven new Master Gardeners have volunteered to help with this event. Planning committees are underway. The event will be held on September 8, at the Bellevue Botanical Garden. Linda Yue will act as the project manager.
- 7:15 President’s Report (Joan).....15 minutes
- Foundation Finance committee – Davenport Request – This committee has been established. The committee will make recommendations to the Board on how best to handle this Bequest.
  - Request for Funding for Program Travel – Two requests for funding were reviewed by the Board. The first request was for Sarah to attend a national conference for the Master Gardener Program Mangers in Santa Fe, New Mexico. Refer to material submitted prior to this meeting. Phil moved to approve the funding request; Daryl seconded; the motion passed. The second request for funding was for Nora to



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attend a statewide convention along with Sarah for Master Gardener Program Managers, in Ellensburg, WA. The Board discussed approving \$400 for lodging for Nora. Lin P. moved to approve this funding amount; Trish seconded; the motion passed.

- Joint Counties Meeting – This meeting will be held June 21<sup>st</sup>, from 9am to 11am. All those interested in attending please let Joan know. So far, Lin P, Linda K., and Trish are interested in attending.
- MGFWS Representation – this meeting will be held July 17<sup>th</sup>, from 6pm to 7pm, via Zoom. Joan will send out the invitation to all Board members. So far Phil, Lin P, Linda K., Suzi, and Linda Peterson are interested in attending.
- Advanced Education Conference – Joan noted that that a request for help in organizing this conference has been sent to all statewide programs. Let Joan know if you are interested in helping.

7:30 Development Committee Update (Joan).....5 minutes

- Joan updated the Board on the success of the Spring appeal. To date, we have received \$14,129. We had planned for \$10,000. The spring appeal was a success. The development committee has captured several lessons learned and those will be used to plan the fall appeal.

7:35 Program Update (Sarah).....20 minutes

- Sarah noted that WSU leadership has offered to discuss DEI challenges and expectations with the Foundation and Program. This meeting will be held July 9<sup>th</sup>, from 1pm to 2pm. She will be sending out an RSVP for those interested in attending.
- Sarah noted that a statewide request for volunteer recognition went out for three separate awards. Refer to material submitted prior to this meeting.
- Discussions about clinic challenges are underway and will be used to help shape planning for next year. Several clinics are struggling to staff all their full schedule. The leadership team will be looking at short- and long-term solutions. More information has been submitted regarding program priorities.
- Several demonstration gardens are working on updating their visions and planning for their future.
- Sarah has been receiving feedback on CE opportunities and why these training classes can't be free. Sarah will create a communication strategy to update master gardeners on all the available CE opportunities and will continue to look for providing free CE opportunities.
- The Program is starting to develop the Intern Training program for next year.

7:55 Treasurer's Report (Nancy).....5 minutes

- Refer to financial information Nancy sent prior to the meeting.



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- Joan filled in for Nancy and reported that income and expenses are tracking closely with our current budget. She noted that the Foundation is right on target with expenses related to budget and is where we should be.

8:00 WSU MOA Update (Joan).....15 minutes

- Refer to material submitted prior to this meeting. Joan and Sarah highlighted several areas of concern with the agreement for the Board. The Board agreed that Joan and Sarah should work on an updated agreement for review during the July Board meeting. Joan will seek out additional input or comment as needed

8:15 Board Governance Committee Report Joan, Daryl, Lin P.) ..... 15 minutes

- The first meeting was held, and they decided to update the Foundation's organization and planning structure. The first effort was to look at the number of committees related to the Foundation, the Program, and that are joint. The Board provided input and this topic will be reviewed in July after updates are made.
- The committee will then look at Board recruitment, succession planning, and Foundation By-laws.

8:30 New business ..... 0 minutes

- No new business.

8:30 Adjourn

- Daryl moved to adjourn; Linda K. seconded; the motion passed.

**Next meeting:** Thursday, July 11<sup>th</sup>, 2024, 7 pm to 8:30 pm, on Zoom

References:

See information sent prior to this Board meeting.

Attachments:

None.