

Yamhill County Master Gardeners Association

Executive Board Minutes for November 12, 2016

Meeting was called to order by Pat Fritz at 9:10 a.m. on above date.

In attendance: (Bold = Board Member)

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|---------------------|--------------------|----------------------|------------------------|----------------|
| Alan Wenner | Glenda Wenner | Stephanie Janik | Patti Gregory | Becky Karver |
| Carol Parks | Tom Canales | Pat Fritz | Cathy Burdett | Eileen McBride |
| Doris Crimmins | Anna Ashby | Marcia Sherry | Nancy Woodworth | |
| Linda Coakley | Lynn Pollock | Donn Callaham | Gail Price | Linda Mason |
| Rita Canales | Gene Nesbitt | Heather Stoven | Sue Nesbitt | Apryl Garmon |

Approval of Minutes for October was postponed, as it needed to be displayed on our website before approval. It is now on the website and has been emailed to the board and can be approved in December.

Treasurer's report: Carol Parks has emailed the a rough draft budget to applicable members, and Secretary possesses a hard copy. Carol emphasizes that this is a draft, as many changes were made to the finances today.

President-elects' Report: When asked for their report, Nancy and Rita (co-presidents-elect) just stared silently at each other for a rather long time. They then agreed with each other that they had nothing to report.

Correspondence: President Pat summarized a lengthy message from the Yamhill County Fair Board. It began with thanks for plants supplied by Master Gardeners, but the meat of it was a "community service request" from the board. They are asking YCMGA to, essentially, do all the work on all the plantings at the fairgrounds. (The original agreement 2 years ago was for YCMGA to plan and plant, and the fair and jail staff do irrigation, weeding, and other maintenance). They now request that we do all the work. Our reply will be a polite "NO." To temper the tone of the reply, our president will write them a letter suggesting a number of organizations which might be capable and willing to help. But we won't. This of course does not affect the demonstration gardens at the fairgrounds. Another communication was from the Benton County Master Gardener Association, asking for the mailing list for all YCMGA members. They would like to use this to inform us of their upcoming events. Jade will email the information to us.

Education/Outreach: There will be a planning meeting for this committee on December 7th, and all Master Gardeners are welcome. The committee is in charge of many educational events, all clinics, social events, and field trips. They would like any ideas from members as to activities members would like. The committee will plan the trips, and David Christie will make all the contacts. They have decided to have less clinics at the busiest times of year, and to not have 2 or more clinics on the same day. The last informational/social event (Oregon Flora Project on 10/20) was very successful, with attendance at 21 people.

McMinnville Community Garden: Linda Mason reported that the volunteers are trying to finish up for the year, and that the Linfield student volunteers are getting a lot done. They have planted 4000 starts now, and donated 14,142 pounds of produce (including winter vegetables) to YCAP. They are also working with Seed-to-Supper to supply raised beds for some of the S-to-S families who want to begin their own gardens.

OMGA representatives report: Several YCMGA members attended a leadership forum sponsored by OMGA recently. At this forum, an attorney who specializes in non-profits presented information and answered questions. Since there is no mini-college this year, OMGA is Asking for members to give input on whether or not there *should* be a mini-college, and if so what we think it should consist of. We are reminded that November 15 is the deadline for the *Gardener's Pen* newsletter, and Marcia is asking for members to write some articles for it. Gail Langelloto reported that for the international conference in Portland the motels are filling quickly. OMGA reserved blocks of rooms in various hotels, and some of those blocks are already sold out. Not too surprisingly, as the blocks fill the prices on remaining rooms rise substantially. The moral is: if you want a room, book it now! Finally, the OMGA` positions of secretary and historian are vacant; contact Sue Nesbitt if you know of someone who may be interested (including yourself).

The Web: Tom recently posted the updated (2014) bylaws and articles of association on our website. Policies and Procedures will soon be added, and there will be a "Spring Into Gardening" Paypal website also. He urged people not to get too excited, because as soon as YCMGA is incorporated, all the official documents will be obsolete, and new ones issued.

Spring into Gardening: Per Rita, this event is nearing complete organization, with only the list of official sponsors remaining to be done. All of the classes have been planned, and the instructors procured. An advertising poster has been made, and will be published as soon as the sponsor list is complete. Right now Rita is trying to obtain biographical information on all the speakers. This committee will meet at the end of November, and Tom was informed very clearly that he would be attending.

Seeds-to-Supper: Gene was not in attendance at this part of the meeting. Pat reported that the focus of the committee right now is in finding host agencies for the program in each participating town. McMinnville and Newberg classes are planned, but Willamina does not yet have enough participants.

Mentoring Committee: Committee members were listed as Lynn Pollock, Eileen McBride, and Sue Nesbitt. However, Sue is not a member: it is supposed to be Terry instead. The notebooks for new members and mentors are almost finished, as is the Resource Manual. Posters and displays are needed (to be exhibited at the classes this winter/spring). The exhibits should help clarify the roles of Master Gardeners, and the various ways people can be involved. Veterans are strongly encouraged to attend the classes (as many of us already do) to show the trainees the purpose and comradery of Master Gardeners, and how we can be friendly and inviting. Also needed are vets to work at the MG desk alongside trainees, to help dampen the trainees' fears of inadequacy.

Newberg High School Hort. Program: Losing the use of the Newberg greenhouse if we don't supply enough help is no longer the scythe swinging above YCMGA heads. BUT, more MG's are needed to help more often. Patti strongly recommends that we come on field trips with the students, not just to help but because they are fascinating trips to places the general public never gets to see. She will supply field trip dates and destinations in time for publication in the *Grapevine* to give people enough notice to participate.

Nomination (of new officers) Committee: Rita, Nancy, and Polly have completed their job, so that there are nominees now for every position. Of course, new nominees may still be offered right up until the voting.

Plant Sale: This year the Community Garden will not be holding a plant sale at their location, but instead will be selling vegetable plants in gallons at the MG Plant Sale. All the proceeds from the sales will go to Master Gardeners (not the Community Garden). The immediate question was, "What does the Community Garden get out of it?" Alan's only answer was, "You'll find out." Later, though, he presented a detailed PowerPoint about the Community Garden and its history. To replace their annual plant sale, the Gardeners will raise "super-veggies" in gallon containers to be sold at premium prices at the Annual YCMGA plant sale. Both staffs will work together, sharing resources. In return, the Garden is asking for a grant from YCMGA. Linda mentioned that the Plant Sale Committee needs to meet soon (tba) to determine what plants to grow. Greenhouse help will definitely be needed.

Plaques Needed: A plaque needs to be made to honor Greenlands as a major sponsor, as is done every year for one business. Plaques for "Golden Trowel" award (to be given at graduation) also need to be made. Apryl motioned that the Golden Trowel award be given annually from now on, and Tom seconded that. Tom and Donn both offered to make the plaques (except for engraving): one plaque for the recipient, and another to hang permanently in the Extension Office. After dozens of suggestions of what the plaque should include, the topic was left for the artisans (Tom and Donn) to decide.

The Liability/Legality Issue: YCMGA, now, is an Unincorporated Volunteer Organization, also known (logically) as a UVO. It is not a legal entity, and so must incorporate. Cost will be \$175 for the "easy" form, plus approx. 8 lawyer hours. Bylaws and Articles of the Association must be rewritten: YCMGA will become an independent 501c (versus being a part of OMG as a 501c). We must be incorporated to have the plant sale, sign a contract with Yamhill County Fairgrounds, buy liability insurance, and do banking. This is expected to be accomplished by January 2017. Anna motioned that Pat, Linda, Carol, Apryl, and Sylvia be authorized to move forward on this and to pay necessary fees. Apryl seconded the motion.

Audit: Audit will be in January 2017, performed by Pat, Nancy, Rita, and Linda Coakley. Tom motioned to end the meeting, but Anna suggested we obtain magnetic nameplate holders for members. She plans to buy the magnetics, then resell them to members (at a minimal markup, we assume).

Linda motioned to adjourn the Board Meeting, Apryl seconded the motion, and the meeting ended at 10:28 a.m.

And now, on to the Future!

Changes in recertification credits: Heather spent some time explaining the new requirements (published in the October *Grapevine*) that Oregon State has mandated. A "Conditions of Volunteer Servicer" form will be mailed to every Master Gardener along with the annual dues renewal notice. Confusion has resulted from some of the terminology used: an emotional and lengthy discussion followed, so Heather plans to meet individually with committee members to jointly determine how to classify every activity (for accreditation credits). Basically, it comes down to a requirement of 10 hours *attending* educational events, and 20 hours of other activities. Heather also emphasized that:

1. It is critical that we staff our clinic desk (in the office) reliably and adequately.
2. This year will be "monitor-and-adjust" period, a time to make decisions and organize credit-earning.
3. All Master Gardeners are welcome to talk with Heather regarding these requirements and changes.
4. Processes are open to discussion: Heather will make reasonable adjustments for specific circumstances.
5. As Master Gardeners, we need to and should continue active learning as much as possible, both to improve ourselves and for professionalism in representing the Master Gardener organization.

Cathy reminded everyone that we are very fortunate to have the kind of director who gives us freedom to try things out and make adjustments. Our branch of the Master Gardeners is run in a truly democratic fashion, in contrast to chapters which are structured rigidly and do not allow for change and adaptation. And for people concerned that it would be difficult to accumulate 10 hours of learning, Alan invited them to come to the Community Garden, where he would subject them to *at least* 10 hours of education.

Clinic Desk Staffing: Gene and Heather both are concerned that the MG desk at the Extension Office be staffed consistently. As of now it is quite random, and often there is no one there when there are intakes to be processed. This function is one of the core responsibilities of the MG's, and strongly reflects our professionalism (or lack of it). We are planning to staff the office with 2 people at a time (preferably a veteran and a trainee), each putting in a half-day shift. April through July bring in the most intakes by a large margin, with August through September second in volume. In the off months, one day of staffing per week should be sufficient. Fridays and Mondays are the most important: intakes from the Farmers' Market should be processed every Friday. Our association processed 700 intakes last year, and that does not include all the informal contacts at various clinics. Patti suggested we might have a "satellite station" in Newberg, which Newberg residents could staff perhaps one day per week. Another call for "Desk Captains" was issued, this time with positive results! Eileen and Becky Karver (a 2016 trainee) have volunteered to share the job.

Community Garden Presentation by Alan was shown and discussed. A summary of the presentation will be in the December *Grapevine* rather here, to allow for more detail.

LUNCHTIME!!

Budget Discussions: Rita needs \$150 to broadcast our events to everyone in the area (on Facebook), which people agreed would be well worth it. Donn requested about \$50. to buy 2 whiteboards, as he intends to build a new stand-alone double-sided whiteboard for the Farmers' Market clinics. Legal fees of about 8 hours (\$2400), a \$500 marketing increase, EOC requested \$250 but was allotted \$1000, Seeds-to-Supper \$750, Mentoring \$300, and an \$800 increase for SIG all tentatively approved.

The entire group went through the budget line by line, including next years' budgeted amounts. As we went, numbers were adjusted (*tentatively only*) to reflect new needs and changes in expenses and income. After the discussion Anna calculated the adjusted tentative numbers at 2:11p.m. and came up with income of \$35,155 but expenses of \$41, 010. Obviously, more adjustments will be made. Sue suggested we wait to make changes, but track the budget closely quarterly (rather than annually) and thus make adjustments all during the year. Also, OMGA experience has been that spending is always less than what has been budgeted. We did decide to commit today to \$3500 for the Community garden, in addition to their \$1500 budget (for a total of \$5000). Linda moved to make the quarterly adjustments official, and Rita seconded the motion. Members voted "yes."

And that was it: The meeting was adjourned by President Pat at 2:19 p.m.