

YCMGA Board Meeting Minutes

for May 10th, 2017

Meeting called to order by Pat Fritz at 10:02 a.m. on above date.

Board members in **BOLD**

Carol Parks	Pat Fritz	Cathy Burdett	Apryl Garmon
Nancy Woodworth	Alan Wenner	Tonia Beebe	Tara Townley
Polly Blum	Donn Callaham	Linda Mason	Linda Coakley
Gene Nesbitt	Sue Nesbitt	Heather Stoven	Sylvia Connor

March and April Secretary's reports: Reports for both months were approved. Linda Coakley motioned, and Nancy seconded it.

Treasurer's Report: Carol Parks has emailed the financial reports, which are now in the Secretary's notebook. There are two changes that will be made to the financial reports. One is a refund due from Peoria nursery, for plants which they could not deliver, and the other if for cash withdrawn for the cash boxes at the plant sale. The treasurer has talked with our bank, and we will be converting our accounts to business accounts. The banking will still be at no charge, but there will be added security. Carol made a motion that Randy Williamson be removed from authorized signers for the checking account because he resigned as President; the motion was seconded and it passed. Apryl Garmon made a motion, consistent with the bylaws. that Pat Fritz, President, Nancy Woodworth and Rita Canales at Co-President Elects and Carol Parks, Treasurer, be listed as signers for checks and these officers have access to the online account. The motion was seconded, and the motion passed. Pat Fritz made a motion that Carol Parks, in her role as treasurer, be the "authorized control officer and transaction signer"; Linda Coakley seconded the motion, and the motion passed. Sylvia Conner made the suggestion that some funds from the Plant Sale be dedicated annually to capital improvements (or replacement of) the greenhouse at the County Fairgrounds.

President-elects' Report: Nancy Woodworth reported that Rita is in Hawaii and that she had not invited Nancy. The two are helping as they are asked.

Announcements: Graduation will again be held at the Heritage Center, and the cost will again be \$150. Next year it may rise to \$350, depending upon prep needed by Heritage Center staff. The event will be held on November 15, 2017; Heather will resolve any issues for arrangements.

- Master Gardener desk still needs mentors to work with trainees.
- People need to use the electronic signup online, to save excess work for Jade. (MG's can get training for this).
- No need to notify Jade of signups, as she gets emails for every interaction on signup. If emergency cancellation, do call her.
- Pat asked if actual names can be left out of cancellation notices.
- Tara asked if shifts could be listed in longer-than-one-hour increments. The answer was "no" as times overlap and people request many varied shifts. This will be addressed with Tom at the next board meeting (assuming he decides to leave Hawaii).

Education/Outreach Committee: There will be an MG table on July 03 for Edwards Elementary, to help kids plant. For this event, there will be 2 to 4 people needed, for the entire time. Nancy will make a flyer for the event, to publish in our slick monthly newsmagazine. July 16th there will be a clinic at Kraemer's; there will be no "Lunch-and-Learn" in July because of the IMG conference. Nancy motioned and Linda seconded that the July board meeting be on the 19th instead of the 10th. Polly has promised to arrange a field trip to Monrovia Nursery. Date is not yet set, there will be no limit on number of participants, and it will be an "enhanced" and thorough tour by bus. On May 31st there will be an organic gardening class from 10 to noon at the Community Garden. It will be only for recertifying MG's, limited to 15 people, and will occur once per month this summer.

Community Garden: Alan Wenner reported that excess plants from the plant sale are being held to be distributed free to nonprofit groups. (And no, individual MG's do not count as nonprofits no matter how much they lose each year). Irrigation system needs only to be connected; 26 people attended the Saturday work day; 142 containers of lettuce were harvested already this year, and donated; 12 students have registered for "Family Planting Day;" and the number of beds for YCAP will be determined. There are now 31 gardeners renting raised beds (many renting more than 1) and there is still a waiting list for beds.

OMGA representative: OMGA purchased current editions of both the “Pacific Northwest Handbooks” for the YCMGA library. The secretary is to write a short letter to Katherine Johnson, thanking them for this donation. 200 brochures describing our “World Class” Community Garden will be needed for giveaways.

Seed-to-Supper: Some of the classes are now wrapping up. Sheridan will begin corrections classes on July 10th. The prison has its own year-round garden, and all the food they produce is donated to YCAP.

Awards Committee: Polly Blum has nominee applications in for OSU “Behind-the-Scenes,” Pat Fritz is being nominated for Yamhill County Master Gardener of the Year, and for “Search for Excellence” the educational plant tags for the plant sale are nominated. The Carl Carlson Award nominee is the Community Garden booklet given to students, plus tools and container gardens to go home with students. At graduation there will also be a tantalizing variety of local awards, all to be announced only at graduation. Offer suggestions by October, 2017.

Propagation Committee: Patti is stepping down from her leadership of the Propagation committee, and Ruth will chair the committee for the purchase of plants for the plant sale. Linda is also stepping down from leadership of the plant sale.

Plant Sale Committee: This year’s sale grossed \$24,172 with \$3,000 of that being on Sunday. (Sunday sale will be kept in place). \$2601 was grossed on Community Garden plants.

Greenhouse Committee: Preparations are now being made with the propagation group; Linda will chair this committee.

IMG Convention: According to Sue Nesbitt (soon-to-be president of the organization) 1200 people are now registered, and the tours are sold out as are many classes. She will bring us a description of the bicycle display being built by Becky and Evelyn.

Scholarships: 9 applications for scholarships have been received. \$6,000 has been budgeted, and she would like to have \$1,000 added to that so that every applicant would receive \$1,000. (Wait and keep reading: you’ll see why). All types of ag-related sciences (agribusiness, environmental science, etc.) will be accepted on applications, 2.5 g.p.a. required, and the student must be going into higher education in the field. Pat moved to not allow fishery science (as “fish” really stretch the definition of “plants”) and to raise the budget to \$7,000 (for the 7 non-fish-related applications), Apryl seconded the motion, and the board voted unanimously to approve both motions.

Newberg Farmers’ Market: Carol reported that Peter Steadman has received paperwork and that there will be no farmers’ market during the IMG convention in Portland, and during the month of August. It will be held on Wednesdays.

Policies and Procedures Committee: Pat admitted she has done nothing. Carol Parks will copy the Marion County format, for YCMGA to copy. A policy needs to be formed re: Farmers’ Market set-up and take-down right at the beginning. It is random now.

Incorporation update: Our employer identification number has been received from the IRS. Pat has built a book of the process of obtaining incorporation: one copy will be sent to OMGA, one kept in the office with Jade, and one in the Master Gardener office. This shows that though Pat didn’t work on “Policies and Procedures” yet, she has been busy and productive nonetheless.

Inventory Status: Response has been rather pathetic, with microscopes, insect box, herbarium cabinet, and \$100+ books (and possibly other items) not yet reported. Donn offered to make up a “Dirty Bird” list of unreported items, which would be published in the *Grapevine*. No one specifically stopped him, and he will make it an attractive condemnation. The theme will be “You Know Who You Are...”

Capital Improvement Fund: The goal of this fund will be to replace the current greenhouse, either where it is now or on other borrowed land. Benches need to be replaced right now, and the hope is to build a new greenhouse in 3 to 5 years. At the end of May Carol the Treasurer will inform us how much money could be set aside from the plant sale each year, and we could probably get donations from the community and/or grants. Step One will be to make a list of improvements wanted. Sue would like to see a complete handicap-accessible demo area in the Community Garden as another capital improvement project. Of course, a committee will be formed, consisting of Pat, Alan, Stephanie, Sylvia, and Linda. Related to this is the fact that YCMGA pays no utilities for the greenhouse: the Fair Board does that. Thus a heated greenhouse in this location would require non-electric heating, or a change of policy.

At 11:23 a.m. Carol made a motion to end the meeting. Linda seconded that, and we didn’t even have to vote to do it.