

Master Gardener Foundation Of Washington State

Mission Statement: The Mission of the Master Gardener Foundation of Washington State (MGFWS or Foundation) is to support the WSU Extension Master Gardener Program (WSU MGP) in its efforts to provide public education in gardening and environmental stewardship generated from research at WSU and other university systems through education, communication, and advocacy.

Board Meeting Minutes

October 19, 2012
Everett Public Library
Everett, WA

In attendance:

President, Christine Bailey; VP NW Region, Jane Billingham; VP SE Region, Eileen Davis-Thorne; Secretary, Mary-Cathern Edwards; and WSU Master Gardener Program Leader, Tonie Fitzgerald. Board representatives Linda Bergquist, Whatcom County; Stephanie Stirling, Island County; Patricia Bosh, Cowlitz County; Karen Russo, Grays Harbor/Pacific County; Janet Mutter, Mason County; Dave Hanower, King County; Kathleen Eaton, Patty Kerston, Dianne Elledge and Earleen Eshleman, Snohomish County; Mark Clark, Jefferson County. Guests: Bob Edwards and Joel Brown.

1. Introductions

President Christine Bailey called the meeting to order at 10:15 a.m. and welcomed Joel Brown, Janet Mutter's grandson. Joel provided technical assistance for our real time Adobe Connect video conferencing test with Karen Palmer attending via computer from Clark County.

2. Additions to, Approval of the Agenda.

Eileen Davis-Thorne moved to approve the agenda. Patricia Bosh seconded; the motion passed unanimously.

3. Approval of Consent Calendar

Mark Clark moved to approve the Consent Calendar items consisting of the minutes of the February 10, 2012 board meeting and the treasurer's reports. Linda Bergquist seconded; the motion passed unanimously. Eileen Davis-Thorne moved to approve the executive committee's electronic voting minutes of July 6 and October 4, 2012. The motion was seconded and carried. Patricia Bosh moved to approve the

Southwest Region's electronic voting minutes of April 3, 2012, The motion was seconded and carried.

4. Announcements

Video Conferencing – Janet Mutter and grandson Joel Brown conducted a test of the Adobe Connect Meeting system during the current meeting in Everett. Karen Palmer of Clark County participated in the real time test and it appeared to work well at the Everett site, as well as with Karen's home computer. We will continue working on educating ourselves on log on and other technical procedures in the hope that system will be available for future meetings.

Two VPs have stepped down: Roland Malan of the Peninsula Region and Judy Hargreaves of the Southwest Region. Roland has been a board representative for many years and VP since 2011. He was the driving force behind the creation of our strategic plan and chaired the audit committee several times. Judy was a newer VP and brought a fresh and welcome perspective to our meetings. The contributions of both these dedicated individuals will be missed.

Our treasurer Jill Botvinik is leaving us. Jill and family are moving to Wisconsin. We are sorry to see her go.

Jim Black will be joining Mary Shane to publish our newsletter. Jim was the former editor of *Master Gardener Magazine* and is the current editor of *Good Fruit* magazine, and brings a wealth of experience to the table. Mary will be responsible for content and Jim will handle formatting and layout.

5. Fundraising Update – Tonie Fitzgerald reporting for Linda Bailey, Assistant Director of Development, WSU.

The purpose of the Master Gardener Campaign task force is to identify corporate donors and possible sources for grants. The taskforce will network to get the word out about the campaign and ask for support; e.g., seed companies, tree companies, garden suppliers, landscape companies, television stations, health care companies....anyone who values Master Gardeners. The taskforce members are Chris Bailey, Jennifer Marquis, Howard Volland, Marianne Ophardt, Linda Bailey and Tonie Fitzgerald.

6. Program Leader's Report – Tonie Fitzgerald

Tonie noted the success of the video teleconferencing (VTC) test during this meeting. WiFi sites will be necessary for users. There will be no user fees for participant counties. User training is a must to avoid 'mid-meeting' crises. Discussion: An individual hand-held mike was moved around the room for individual speakers. Suggestions included utilizing an "all direction' mike.

Once the VTC is up and running via an Adobe Connect Program, it will be managed by WSU, user permission will be provided by Tonie.

The three-day national conference for program coordinators was hosted by WSU in October and focused on program management. Representatives from 32 states attended, including four delegates from South Korea.

Tonie announced her plan to retire in 2013 but assured us that WSU will hire someone to fill her position. She explained the ambitious list of projects she has scheduled for completion before her retirement.

Discussion: Members present voiced their appreciation for Tonie's efforts. Mark Clark made a motion to have the state foundation send a letter to the Dean of Extension, with a copy to the College of Agriculture, Human and Natural Resource Sciences (CAHNRS), expressing appreciation for Tonie's multitudinous contributions and for her leadership. The letter should also endorse the need for a seamless transition. The motion was seconded by Kathleen Eaton and carried unanimously. Kathleen Eaton volunteered to write a draft letter for the president's signature. Patty Kerston also suggested the county foundations submit similar letters to the Dean of Extension, et al.

7. Membership Application from Spokane County

The Executive Committee vetted and approved the application of Spokane County to become a charter chapter of the State Foundation. A motion was made and seconded to accept the Spokane County application. The motion was accepted unanimously. Claudia Myers will serve as Spokane's representative to the Board.

8. Change Procedure for Approving and Publishing Meeting Minutes – Mark Clark

Mark Clark discussed a proposed improvement to the current procedure of approving and publishing the state foundation's meeting minutes. He made a motion to amend the secretary's job description to issue the first draft of the minutes to the president within 15 days following the meeting, with comments thereafter, and final electronic vote, approval and distribution within 30 days of the meeting. The motion was seconded and the vote was unanimous.

9. 2012 Conference Report – Chris Bailey

The final numbers are not yet available.

10. 2013 State Conference: Everett - Diane Elledge and Patty Kerston

The conference dates are September 26, 27 and 28 2013, at the Ed Hanson Conference Center in Everett. The tours are scheduled for September 25. Special rates have been secured for the Holiday Inn and the Best Western hotels. The theme will be "40 Years of Growing Together" to celebrate the anniversary of the Master Gardener Program in Washington. The conference will have 38 different sessions: half will be diagnostic, half will be devoted to food production and leadership.

The Memorandum of Agreement governing the 2013 conference will be sent to the board for review and electronic approval.

11. 2014 Conference: Tacoma

Pierce County submitted the only proposal to host the 2014 Conference. The Site Selection Committee recommends acceptance of the Pierce County proposal. Discussion occurred regarding room rates at the Murano Hotel, conference registration, and profitability of venue. Mark Clark made the motion to accept the 2014 bid submitted by Pierce County. Janet Mutter seconded the motion; the motion carried.

12. Proposed Budget for 2012-2013.

Discussion occurred regarding the proposed 2012-2013 budget. Patricia Bosh made a motion to adopt the 2012-2013 budget as presented. Eileen Davis-Thorne seconded; the motion carried.

13. Future Meeting Dates and Locations

The following dates and locations were selected:

- February 22, 2013 - Seattle – (this will coincide with the February 20-24 Northwest Flower and Garden Show)
- June 21, 2013 – Ellensburg
- September 26, 2013 - Everett (annual meeting)
- October 18, 2013 – Pierce County

Kathleen Eaton made a motion to accept the dates selected. Karen Russo seconded and the motion carried.

The meeting was adjourned at approximately 1:30 with a tour of the Hansen Center to follow.

Respectfully submitted,
Mary-Cathern Edwards
Secretary

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Mary-Cathern Edwards, Secretary