

**Board Meeting Minutes – March 20, 2015**

1942 1<sup>st</sup> Avenue  
Longview, WA

Attendance:

NAME	TITLE-COUNTY	NAME	TITLE-COUNTY
George Frey	President – Pierce	Sharon Ballard	VP-Metro – Pierce
Linda Bergquist	VP-NW – Whatcom	MaryJo Christensen	VP-SW – Lewis
John Strong	Secretary -- Yakima	Margaret Morris	Treasurer – Yakima
Nicole Martini	MG Prog Lead - WSU	Bob Taylor	Lewis
Sandy Atkinson	Thurston	Nancy Dillon	Mason
Candice Gohn	Jefferson	Patricia Bosh	Cowlitz
Judy Callahan	Skagit	Cindy Good	Island
Renee Reinhardt	Cowlitz	Al Call	Skagit
Fran Hammond	Clark	Chuck Tadlock	Cowlitz
Dean Sutera	Clark	Ken Tolonen	Yakima

Officers	WSU	Board Members	Guests
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1. President George Frey called the meeting to order at 10:00 am sharp.
2. George asked for agenda additions. There were none.
3. Consent Calendar: There was a correction to the October meeting minutes, to show that Bob Taylor was in attendance. There was a correction to the Treasurer’s Report, to correct the year from 2014 to 2015. Patricia Bosh moved and Judy Callahan seconded a motion to approve the consent calendar. Passed.
4. Dean Sutera reported on the progress toward the Annual Advanced Education Conference, to be held in Vancouver in September. He reported that there are 44 registrations to date. He reviewed the conference website and the roster of speakers.  
We were reminded that registration before May 1, and a two-night reservation at the Vancouver Hilton qualifies the registrants for a chance to win one of five \$100 drawings to be held on the last morning of the conference.  
Fran Hammond announced that our state’s First Lady, Mrs. Inslee, will be at the conference to welcome us.
5. Committee Reports:
  - a. Membership: George presented the Membership Committee report. A discussion of charter renewals ensued. Eight of the 14 renewals that were sent to local presidents have been signed and returned. Comments indicated some disappointment that the renewals were sent to the County Foundation Presidents directly, bypassing the Board representatives. There was discussion of the purpose of the charters. Consensus was that the charter is a local foundation’s way of formalizing its desire to be a member of the MGFWS, and of the state’s acceptance of the local foundation into membership. George will send out the charters again to the Foundations that have not already signed and returned them, to both the Board representatives and the county presidents.  
A somewhat related discussion came up about the practice of asking Master Gardeners to sign a membership application to their local foundation *annually*. Some counties do this; others do not. Without certain knowledge of the legality surrounding this question, it was decided to ask Secretary John Strong to research it, and report to the Board.

- b. Awards: The Awards Committee report was reviewed, highlighting the timeline and deadlines for award nominations. George will find out if there is an official nomination form that should be used.
  - c. Audit: Two Financial Review Reports were read, one of the 2014 state conference, and the other of the MGFWS financial records for the year completed Oct. 31, 2014. Bob Taylor moved and Nancy Dillon seconded a motion to accept both financial audit reports.
6. Nicole Martini, who has now been appointed to the position of State Coordinator (no longer 'interim') rose to give her report.
- a. She presented a draft copy of the 2014 WSU Extension Master Gardener Report.
  - b. She announced that the Department of Natural Resources has granted \$30,000 for an online Tree Stewardship training, to be completed by December, 2016. The course will have a small fee, and there will be an electronic badge for successful completion. There will also be a classroom component.
  - c. Nicole asked for advice in regard to the date / timing of a Governor's proclamation recognizing Master Gardeners. Several ideas were presented.
  - d. In researching past records, Nicole has discovered that, in the past, volunteer hours and membership totals reported by county coordinators, in most cases, overstates the numbers retrieved from the online reporting database. Therefore, the official report will make it appear that our numbers are declining, while in fact they are on the rise. It was suggested to her that the report be footnoted with a comment explaining the discrepancy.
  - e. Nicole continues to work with the twenty authors of the MG training manual. In that each chapter is to be peer-reviewed, the process is slow. Expect the new manual to be released in June of 2016.
  - f. There have been minor revisions to the volunteer handbook.
  - g. She is hosting a meeting of county coordinators in June, to be held in Ellensburg. Discussion topics may include "Making Meetings Work", and the development of evaluation tools.
  - h. A webinar on the new Hortsense will be held March 30, and will be saved and will be available for viewing at any time from the website.
  - i. After a break for lunch, Nicole continued by showing the presentation, "MG Foundations and the MOAs That Bind Them".
7. This year our Treasurer paid the State for a Charity License, and wonders if it is necessary. Research has since told us that, since we do not receive over \$50,000 annually in charitable donations, we are not required to have this license. Treasurer will not renew that license in the future.
8. By-Law Revisions. Pursuant to George's email request, several proposed changes to the By-Laws were sent in. Each proposed change was discussed as follows:
- a. Article II, Section 1 – Membership in the MGFWS was discussed. It was agreed that individual MGs are not members, but rather the local County Foundations are members. Therefore, Section 1 will be struck. The former Section 2 will now become Section 1, and the word "Voting" will be removed from its two locations therein.
  - b. Article III, Section 3 – The phrase: "without cause" will be removed.
  - c. The same change will be made to Article IV, Section 6.
  - d. Article VI, Section 2 – Remove the last sentence of this section, which refers to Appendix A. (See change below regarding Appendices.)
  - e. Article VIII, Section 5 – will now read: "*Dependent Chapters. A dependent county shall agree to submit all required fiscal documents to the MGFWS treasurer in a timely manner for tax filing in order to retain their dependent county status. When a dependent county has annual*

*gross income of \$10,000 or more for three consecutive years, the board has the authority to recommend the county apply for their own 501(c)3 designation.”*

- f. Article X, Section 1 – Change the fiscal year to the calendar year. Treasurer Margaret will investigate to see if there are any cautions of negative consequences of this change.
  - g. Appendix A and Appendix B – Remove these from the By-Laws and make them part of Policy and Procedures.
9. The foundation questionnaire that was sent out to the counties by George has been retracted. The questionnaire’s purpose is to find best practices, and serve as a resource for the counties. There were concerns that some of the questions went to “program” rather than “foundation” practices. George asked that suggested questions be sent to him, and a new questionnaire will be discussed at our next meeting.
10. Meeting was adjourned at 1:55 pm.

Respectfully submitted by

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John Strong, Secretary

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George Frey, President

Attachments:

- Treasurer’s Report
- Awards Committee Timeline
- Membership Committee Report
- Financial Review Report – 2014 State conference
- Financial Review Report – Nov. 1, 2013 through Oct. 31, 2014