

**Benton County Master Gardener Association
Board Meeting
February 2, 2015**

In Attendance: Hank Beuttel, Kathy Clark, Brooke Edmunds, Josh Gulliver, Susan Hoffman, Jennifer Klammer, Paula Lupcho, Janet Magedanz, Pami Opfer, Sandy Piper, Sheila Schweizer, Jana Tindall, Connie Treloar, Debbie Wray, and Drea Zigler.

Location: Benton County Extension Offices

President Kathy Clark called the meeting to order at 1:00 p.m.

Mission Moment:

- Sheila Schweizer complimented Brooke Edmunds for her awesome plant identification class.
- Paula Lupcho emphasized that, once again, Insights into Gardening offered a variety of classes and was a great success.

Gardening Moment:

- Jennifer Klammer brought a cutting from her very fragrant winter honeysuckle, *Lonicera fragrantissima*. She then praised her grandfather who was her gardening mentor who believed that a garden is never finished, gardening is for the long term, and a gardener is also never finished. Board members then named their gardening mentors.
- **Jana Tindall will be responsible for the March Gardening Moment.**

Adoption of Minutes: It was moved, seconded, and passed to adopt the January minutes as amended to correct a typo and to include Bill Glassmire's name in the motion upgrading signatures on the bank account.

Extension Report:

- Pami Opfer presented a draft desk schedule that sets specific hours for Master Gardeners to be at the Extension Office desk, thus assuring that someone is present during known hours which can be relayed specifically to members of the public who call the Extension Office. These scheduled hours will be advertised in the Master Gardener Weekly Email. Master Gardeners can also sign up for other hours outside the specified ones.
- Pami also announced that the Linn County Master Gardeners are sponsoring a Bee Event as a fundraiser on March 21st at the Phoenix Inn. Registration is \$25.

Mentor Committee Report: Hank Beuttel reported that there will be mentor training during the first week of March: Monday, March 3rd and Thursday, March 5th in the mornings, and Friday, March 6th all day. Written materials will be posted on the web. Veterans are also encouraged to update their skills.

Membership Committee Report:

- Paula Lupcho, Jennifer Klammer, Debbie Wray, and Sheila Schweizer have been working to define the definition of "Associate Member." They have been addressing such issues as liability, who qualifies as a "student," specific name of this category of membership, and dues. They will have a complete report at the March board meeting.
- Jana Tindall will inquire at the March Oregon Master Gardener Association to find how other Master Gardener Associations address this issue.

- Paula Lupcho reminded the board that this task must be done by the April board meeting because the May meeting of the Benton County Master Gardener Association is the last one this year during which a vote can be taken.
- Debbie Wray has this year's membership cards which will be distributed before summer break to those whose dues are up-to-date.

Non-Profit Board Training: Drea Zigler, Hank Beuttel, Josh Gulliver, and Paula Lupcho agreed that the board training workshop they attended was valuable. They highlighted financial training and understandings; the Attorney General's session; encouragement for new board members to resist assimilation and, instead, bring fresh eyes to a board; and leadership coaching, including being curious.

Board Committee Liaisons: Kathy Clark noted that there are over 20 Benton County Master Gardener committees; however, only six turned in annual reports last year. Kathy would like to establish a board liaison for each committee in order to increase communication and board members' awareness of each committee's activities.

- Kathy listed the following responsibilities for board liaisons:
 - Communicate the budget situation to the chair.
 - Support special allocation requests.
 - Support the annual report process.
 - Be aware of committee project status.
 - Be aware of committee well-being and needs.
 - Support the chair in problem-solving.
 - Communicate committee achievements and needs to the board.
- Kathy noted board members who are already associated with specific Master Gardener committees.
- Board members were encouraged to contact their committee chair(s) during February and discuss the committee's projects, successes, and challenges.
- Brooke Edmunds suggested that annual reports could be associated with financial requests.
- Paula Lupcho suggested that the responsibility of writing an annual report be included in the recruitment process for committee members, emphasizing that the reports are important in maintaining a historical record of the organization.
- The board will follow-up regarding establishing board liaisons at a future board meeting.

Corvallis Urban Beautification Request for Plants: Ruby Moon, a member of the Corvallis Urban Beautification Task Force, has requested plants from the Master Gardeners to be used as scavenger hunt prizes at the Spring Garden Festival. She will be able to take 20-30 plants from the leftover ones at the Master Gardener Sale the first Saturday in May.

Benton County Master Gardener Association website: Pami Opfer and Kathy Clark pointed out that the BCMGA's website is being updated to include committee chairs. They encouraged board members to be sure to look at the updated site.

Plant-a-Row: Reassigning responsibility was postponed until the March board meeting.

Strawberry Starts: The Organic Gardening Club at Oregon State University is purchasing 5,000 strawberry starts and is offering plants to others who are interested in purchasing a minimum of 500 @ \$.10 each. More information will be coming.

Board March Meeting: Board members agreed to meet the second Monday in March (the 9th) because President Kathy Clark will be out of town.

Corvallis Sustainability Coalition is sponsoring a fair March 12th at the CH2M-Hill Alumni Center at Oregon State University. Janet Throop will be included as a presenter. There is a fee of \$35. **It was moved, seconded, and passed to take \$35 out of the President's Discretionary Fund to support Janet.**

Treasurer's Report:

- Paula Lupcho presented the reporting sheets that are slightly revised from what they were in previous year. Janet Magedanz is helping to reconcile them.
- The bill for the Central Park tree planted to honor Barb Fick came in January, past the date to be paid last fiscal year, thus necessitating board approval for payment now. **It was moved, seconded, and passed to pay \$123.95 for the tree and dedication plaque out of discretionary funds.**
- Jennifer Klammer reported that one of the two Philomath High School greenhouses was destroyed and needs to be rebuilt. The Master Gardeners use the greenhouses for their plant sale. There is a delivery fee of \$127.50 for the gravel for the greenhouse. **It was moved, seconded, and passed to pay this delivery fee out of the plant sale budget line item.** Such a payment is consistent with non-profit guidelines of donating only to causes that reduce the burden on the public.

The meeting was adjourned at 3:00 p.m.

Sandy Piper
Secretary