**Benton County Master Gardener Association**

**Board Meeting**

**September 12, 2016**

**In Attendance:**  Kathy Clark, Sophie Grow, Judith Kenner, Deb Kern, Jennifer Klammer, Paula Lupcho, Pami Opfer, Sandy Piper, Sheila Schweizer, Rich Taylor, and Pat Wray

**Location:** Benton County Extension Offices

President Jennifer Klammer called the meeting to order at 9:00 a.m.

**Mission Moment:**

* Sophie Grow summarized the development of the Kids Grow Program, including $1,000 from a Benton County Foundation grant last year. The program received the 2016 Marje Luce Award at the 2016 Mini College. The certificate for this award will be framed and displayed in the Extension Office.
* Jennifer Klammer praised the 4-H students who received prizes at the Benton County Fair, and she brought several thank-you notes from the students.

**Adoption of Minutes: It was moved, seconded, and passed to approve the July 11, 2016 minutes as amended.**

**2016 Board Visibility Goals Updates**

* Kathy Clark drew attention to the new Xeriscape Garden signs at the entrance to the Benton County Fairgrounds near the Demo Garden. The style for these signs matches those in the Demo Garden, but they are permanently mounted on boulders.
* Jennifer Klammer reported that the Seed to Supper Workshop on cover crops and building soil was well received and attracted about 30 people, roughly half from advertising and half from previous workshop participants.
* Deb Kern reported on the success of the Tomato Tasting Workshop. There were 30/31 varieties of tomatoes. This workshop was planned to follow the Seed to Supper workshop held next to it at the fairgrounds in order to attract attendees, which did happen, plus a few others attendees. The varieties were well received and the extras donated to the Food Bank on Monday. Suggestions to improve this workshop, which could possible become an annual event, include: use varieties sold at the plant sale; include more dried tomato samples; and expand the advertising, including promoting it at the Farmer’s Market.
* Demo Garden:
	+ Deb Kern reported that Rosalind Hutton has requested $70 for the Demo Garden. Paula Lupcho indicated that the $30 for the tomato tasting can come out of the Demo Garden funds. Jennifer Klammer authorized the remaining $40 to come of the President’s Discretionary Fund.
	+ Rosalind sent an email report reflecting that she, as Demo Garden Chair, tried to meet the Demo Garden goals to be welcoming, visible, and serve as a mechanism for outreach; however, she suggested the responsibilities are more than one volunteer can reasonable meet. There needs to be better communication in reaching additional Master Gardeners who could contribute to the Demo Garden. Ann Brodie and Deb Kern have agreed to be Co-Chairs of the Demo Garden in 2017.
	+ Pami Opfer reported that she and Brooke Edmunds have discussed having the Demo Garden serve as a venue for more education programs. Deb Kern suggested that hand-outs that are research based and already printed could be used for such workshops.
* **Mini-College Scholarships:** Jennifer Klammer has received reports expressing gratitude from three of the four people who received scholarships.

**Articles of Association and By-Laws Updates:** Jennifer Klammer explained that because OSU Extension is part of Oregon State University, the Benton County Master Gardener Association’s Articles of Association and By-Laws need to be compliant with OSU in relation to volunteer conduct. The BCMGA non-discrimination definition needs to be changed (see attachment, current printed in black and suggested revision printed in red). Also, the current BCMGA By-Laws reference a specific edition of Robert’s Rules of Order regarding dealing with disciplinary action. She suggested that the reference to a specific edition be removed, instead defaulting simply to Robert’s Rules of Order (see attachment, suggested change printed in red).

* Regarding the non-discrimination definition, **it was moved, seconded, and passed to replace section 7.3.1.1 in the Benton County Master Gardener Articles of Association with “The Association will not tolerate harassment based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, familial/parental status, income derived from a public assistance program, political beliefs, genetic information, veteran’s status, reprisal or retaliation for prior civil rights activity.”**
* Regarding processing disciplinary actions, **it was moved, seconded, and passed to replace section 8.3.2 in the Benton County Master Gardener Association By-Laws to “All disciplinary actions will be dealt with in executive session, as defined by Robert’s Rules of Order.”**

**By-Laws Update:** Reflecting changes in communication methods and the development of the Outreach Committee, the board had approved replacing the Newsletter Editor with Communications Liaison. Now **it was moved, seconded, and passed unanimously add Communications Liaison and remove Newsletter Editor from both the Articles of Association and the By-Laws.** (see attached)

**Treasurer:** Paula Lupcho presented the following items to the board:

* All Mini College reimbursements have been made.
* She will send expense summaries to committee chairs and is requesting board members who are liaisons to contact their chairs to remind them to submit budgets by October 29th and to offer help if needed.
* The books close on December 15th.
* In October a rider to the BCMGA insurance will add $6,000 to cover the shed. She noted that even with this rider, the insurance costs are still under budget.
* At Paula’s request, **it was moved, seconded, and passed to allow reimbursement requests submitted after 120 days of purchase to be granted with board approval.**
* **It was moved, seconded, and passed to reimburse $79.97 for the NPK project out of board discretionary funds.**

In the Vice President for Programs absence, the following BCMGA monthly programs were announced:

* October 17, Seed Saving
* November 10 at noon at the Corvallis Odd Fellows Meeting Hall, Awards Ceremony
* December 7, Annual Greens Party, time to be announced

**President Elect Report:** Judith Kenner expressed gratitude for the Master Gardeners who volunteered to nominated to be on the 2017 board. The board agreed to the proposal to have co-treasurers for 2017: Kathi Tucker agreed to be treasurer, but she has regular annual periods away from Corvallis and would need a second person to serve in her absence; plus the complex fiduciary responsibilities would be eased by having more than one person trained in conducting them. The full slate of volunteers for the board includes:

 President Judith Kenner

 President Elect Steve Jacobs

 Past President Jennifer Klammer

 Treasurer Kathi Tucker

 Co-Treasurer Paula Lupcho

 Vice-President for Programs Sophie Grow

 Secretary Deb Kern

 Membership Secretary Meleah Ashford

 OMGA Representative Rich Taylor

 OMGA Rep. Alternate David Mandel

 Communications Pat Wray

 At Large Christina Clark

 Peggy Worthington

 Cyndie Shaner

**Oregon Master Gardener Association Meeting:** Rich Taylor made the following highlights for the OMGA Third Quarter meeting:

* The 2017 OMGA budget was approved. The $5,000 shortfall will be taken out of savings.
* There is still a need for volunteers to decorate bicycles for the Bicycles and Roses Program.
* They have not identified a host for the Fourth Quarter meeting, including the Board of Directors. Rich will follow-up to see if they still need a location and the date.
* The OMGA would like the 2018 Mini College to focus on not duplicating what individual chapters do.

**Membership:** Sheila Schweizer and Sally Elliott met regarding membership and will remind members at the October BMGA meeting that their volunteer hours need to be entered by the end of October. The annual membership drive also will begin at the October meeting. Sheila will draft an email for Pami to send to the members explaining why it’s important to enter one’s hours: it’s not just for the hours bar and/or recognition, but it’s also important data that strengthens funding requests.

**Committee Updates:**

* **Outreach:** Pat Wray reported that he and Signe Danler attended the Shrewsberry Festival which resulted in a lot of exposure and fun despite the long day. It was a successful activity for the Outreach Committee.

**Extension Report:**

* Pami Opfer said that Brooke Edmunds is still waiting for specific information regarding the Philomath Firewise Garden Committee’s request for Master Gardeners to help with maintenance.
* Pami will be attending a conference in Yellowstone.
* Pami and Brooke are continuing to revise the training program. Currently they have planned three on-line modules; required workshop attendance, e.g., compost and advanced vegetable gardening; and continuing the Plant Problem Scenarios.
* A goal is to have a tax-service district to support Extension submitted again to voters. Additional information will be brought forward as more is known.

**Good of the Association:** Kathy Clark will represent the Master Gardeners of the Extension Committee for the possible inclusion of a Service Levy on the May 2017 ballot.

The meeting was adjourned at 11:02 a.m.

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Sandy Piper

Secretary