

**Benton County Master Gardener Association
Board Meeting
October 3, 2016**

In Attendance: Hank Beuttel, Christina Clark, Kathy Clark, Brooke Edmunds, Sally Elliot, Steve Jacobs, Judith Kenner, Deb Kern, Paula Lupcho, Pami Opfer, Sandy Piper, Sheila Schweizer, Kathi Tucker, Peggy Worthington, and Pat Wray

Location: Benton County Extension Offices

Vice-President Judith Kenner called the meeting to order at 9:00 a.m.

Gardening Moment: There was a unanimous expression of gratefulness for the recent rain.

Adoption of Minutes: It was moved, seconded, and passed to approve the September 12, 2016 minutes as amended.

Board Nominations: Judith Kenner reported that, because a potential Member-at-Large has declined, there are only three Master Gardeners who have agreed to be nominated to be Members-at-Large for the 2017 board. She has contacted other potential Master Gardeners, but no one agreed to serve in this capacity. Sheila Schweizer volunteered and will be included in the slate to be presented at the September Master Gardener Association.

Proposed Amendments to the Benton County Master Gardener By-Laws and Policies: Before the board meeting, Kathy Clark had extensively reviewed the by-laws and policies to identify places in which they no longer reflect current practice. [Note that last month the board discussed and voted to accept amendments to the by-laws and policies to bring them into compliance with Oregon State University, given that OSU Extension Service is in part of OSU.] She presented to the board specific wording for consideration to bring these documents up to date. Board members discussed her individual recommendations before voting to alter her suggestion(s) or to accept them as presented. Please see the lengthy attachment detailing amendments to the By-Laws and Policies that the board passed, including changes, deletions, and those that will be decided after additional discussion.

Membership Secretary Job Description: Sally Elliot presented amendments to the Membership Secretary Job Description. Board members discussed the Membership Secretary's responsibility to recommend individual nominations for state and county awards and to identify Master Gardeners eligible for longevity acknowledgments and the number of years of service to be acknowledged. They also discussed the Membership Secretary's responsibilities in relationship to the Outreach Committee and the necessity to maintain back-up data for security. **It was moved, seconded, and passed to accept the Membership Secretary Job Description as amended.** (See attachment.)

Treasurer: Paula Lupcho presented the Treasurer's monthly reports (see attachments) and emphasized the following points:

- Expenses are typical for this time of the year.
- Revenue from dues is continuing to come in.
- If board members know of regular line-items, she recommends considering including them in the proposed budget.
- The BCMGA is in good financial shape as it enters 2017.

Programs: Peggy Worthington clarified that there are no changes in the monthly BCMGA programs for the remaining part of 2016. She also asked if the board would consider partially sponsoring some of James Cassidy's Oregon State University students. Board members pointed out that there are already avenues for Mr. Cassidy's students to obtain financial assistance: they can apply for the Marie Madison Scholarship and for Special Allocations for specific activities.

Extension Report:

- Brooke Edmunds reported that she has not received a response from her request for additional information regarding the Philomath Firewise Garden Committee.
- She is pleased that Lane County is planning to hire a Home Horticulture Specialist, thus she will be responsible for only two counties.
- Pami Opfer had several items to report:
 - Most of the new trainees are on target to graduate on November 10th.
 - She and Brooke are continuing to develop programs.
 - She offered kudos to the Outreach Committee for its outstanding work.
 - The Philomath and Monroe series of educational programs were successful, and some of them will be repeated.
 - She and Brooke are continuing to focus on Seed to Supper, including developing partnerships with other organizations, e.g., Parks and Recreation.
 - Her attendance at the two-week conference in Montana for Master Gardener Coordinators was a great experience and inspirational regarding ideas that can possibly be initiated here.

Good of the Association: Kathy Clark reported on the status of the possible of a Service Levy on the May 2017 ballot. The Commissioners have agreed to take the proposal before the October 13th and November 22nd meetings, after which it is possible to decide whether or not to include the levy on the May 2017 ballot.

The meeting was adjourned at 10:53 a.m.

Sandy Piper
Secretary