

FINAL

**LINCOLN COUNTY MASTER GARDENER ASSOCIATION
October 10, 2016, Executive Board Meeting
Newport Public Library**

(* indicates documents that will be attached to the final meeting minutes filed in the
Secretary's notebook in the Extension MG Office)

Board Members Present: Donna Davis, Pat Shaw, Heather Fortner, Karen Jones, Mary-Ellen Townsend, Liz Olsen

Non-Board Members Present: Cathi Block, Jeff Olsen, Judie Rickus, Michael Christy, Pam McElroy, Becky Stiles

President Donna Davis called the meeting to order at 10:00 a.m., and made the following announcements:

- a) Judie Rickus has agreed to be the chairperson of the Budget Committee
- b) A chairperson is needed for the Audit Committee. A few names were suggested, and Donna will contact them.
- c) We were saddened to hear that one of our apprentices, Judy Kloos, recently lost her husband, David Hatch. The secretary was asked to send a card to Judy expressing our sympathy and support.

Approval of Previous Board Meeting Minutes: Heather Fortner moved and Mary-Ellen Townsend seconded that the minutes be approved as written, and the vote was favorable.

Financial Reports*: LCMGA financial information as of August 31, 2016, is summarized below.

Account Balances:

CD 6728:	\$10,094.05	
CD 8906:	\$15,073.91	
Checking:	\$ 8,466.18	
Savings:	\$ 4,055.09	
Scholarship:	<u>\$ 5,000.68</u>	
Sub-Total:		\$42,689.91

Demonstration Garden Balances:

Lincoln City OCCC Garden:	\$ 99.79	
Newport OCCC Garden:	\$ 142.76	
Oceanview Garden:	\$ 279.60	
Yachats Garden:	\$ 972.67	
Yaquina Bay LH Garden:	<u>\$ 2,353.57</u>	
Sub-Total:		<u>\$ 3,848.39</u>

Overall Total \$46,538.30

Income/Expenditures:

Income YTD:	\$16,205.00/\$21,791.81
Expenditures YTD:	\$16,205.00/\$20,308.88

Donna Davis gave a slide presentation of the particulars of the 2016 LCMGA budget as of September 30, 2016, and discussed the rearrangement of some of the expense categories following the recent Quicken training session with Katherine Johnson of OMGA.

Certificate of deposit 6728 matures on October 13, 2016. Donna suggested laddering it and CD 8906 by renewing CD 6728 for 12 months so that it matures in 2017. CD 8906 matures in 2018. Pat Shaw moved to renew CD 6728 for 12 months, Heather seconded the motion, and the vote was favorable.

Demonstration Garden Reports:*

a) Yachats Garden: Garden members had a meeting on September 16, 2016. Various items were discussed, including repairs to some of the garden beds, next year's crops, and donating some of Genie Papas's plants to the 2017 LCMGA plant sale. A major topic of discussion was the overage in the water bill received by the Presbyterian Church this summer. The Yachats garden is located on property owned by the church, and the church pays the water bill for the entire property, including the demonstration garden area. There has been an increase in water usage in the garden, and the church's budgeted expense for this year's water has been maxed out. The church's pastor has requested assistance in paying the water bill. The funds available for use in the Yachats demonstration garden had already been earmarked for bed repair and replacement. Therefore, a request* was submitted to the board that LCMGA authorize a one-time payment \$200.00 to the Yachats Presbyterian Church to assist them in paying for water usage.

Pat Shaw moved that LCMGA provide \$200.00 to help with the water bill. Mary-Ellen Townsend seconded the motion, and it the vote was favorable.

b) Yaquina Bay Lighthouse Garden: Michael Christy reported that the lighthouse garden has tied for 3rd place for the International Search for Excellence Award (Youth Category)!! In addition, the garden will be on the post-International Convention tour. The final harvest in the garden will be on Wednesday, October 12, from 10:30 to 12:30.

c) Lincoln City OCCC Garden: Liz reported that the garden has been cleaned up and the beds have been put to sleep. The garden had a very productive season, with good apprentice participation. David Price, OCCC Small Business Development Coordinator, has indicated a desire to expand the garden for community outreach

d) South Beach OCCC Garden: The garden had six apprentices, with two being very active. The scarlet runner bean harvest was bountiful. The beds have been cleaned out and overseeded with red clover. The compost bins at OCCC were also cleaned out, and in the course of doing so it was discovered that the apprentices didn't know the bins were available for use. There will be a real effort next year to inform the apprentices of the availability of the bins. Marlene Shapiro has agreed to be a garden coordinator next year.

e) Oceanview Adaptive Garden: Pam McElroy reported that this had been an interesting year. There were six apprentices in the garden, with four being very active, and the gardens are an asset for Oceanview residents. The beds will be cleaned and put to sleep on Wednesday, October 12. Angel Job Corps personnel will begin building a pergola, and the garden will in all likelihood be on the Secret Garden Tour in late June 2017.

Bylaws Committee Report: Pat Shaw and her committee met on October 5, 2016, to review the LCMGA bylaws, and Pat presented their Committee Report* proposing two new amendments :

ARTICLE II – PURPOSE

3. To award scholarships for post-secondary education in fields which provide leadership in the use of effective and environmentally responsible horticultural techniques. Scholarships will be based on merit.

ARTICLE X – MISCELLANEOUS

1. Lincoln County Master Gardener Association (LCMGA) prohibits discrimination in all its programs, services, activities, and materials on the basis of race, color, national origin, religion, sex, gender identify (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.

Heather Fortner moved to approve both amendments. Karen Jones seconded, and the vote was favorable.

OMGA Representative Report: No report.

Slate of Officers for 2017: Cathi Block has been working hard to assemble a slate of officers for the upcoming LCMGA year. We all appreciate her efforts. Two slots remain to be filled, namely secretary and historian. Non-profit organizations are required to have a secretary, so that vacancy is a particular concern. Liz suggested Cathi send out a general email to all LCMGA members asking for their assistance in filling the vacant slots. Thus far, the 2017 slate of officers is as follows:

President: Donna Davis
Vice-President: Deanna Trail
Secretary: Not filled
Treasurer: Sharon Busby
OMGA Representative: Ann Geyer
Historian: Not filled

The slate of officers will be presented at the Apple Squeeze and general meeting, which will be held from 10:00 a.m. to 2:00 p.m. on Saturday, October 15.

Liz suggested that a rotating board member could serve as secretary until a permanent secretary is found. Donna will explore that option with Katherine Johnson. There was discussion of providing the secretary with a computer with an auxiliary microphone, in order to make the secretarial job less time-consuming. It would be particularly useful if the computer could also do transcription, but so far one hasn't been found.

Donna mentioned she'll be attending a training session on October 22 in North Bend, specifically dealing with board succession planning, financial reports, and finding and maintaining volunteers.

Website Information: Ann Geyer will be putting on two website training sessions in October (10/11 and 10/18), to be held at Nancy Kloak's home, 449 SW 12th Street, Newport. Ann will have information and signup sheets for additional training dates at the November 10th meeting.

MG Program Coordinator Report: Liz Olsen reported as follows:

- a) All master gardeners and apprentices need to report their hours online by early November. The MG year runs through October 31, 2016.
- b) Adopt-A-Week begins on November 1. There are still a few apprentices who need hours, and veterans are encouraged to sign up and get their name on the calendar for Adopt-A-Week. The apprentices will contact the veterans directly to set up a time to work in the office.
- c) Graduation, general meeting, and potluck will take place in the community room at OCCC on November 10, 2016, from 10:00 to 1:30. All master gardeners are encouraged to attend, and to bring a food item for donation to Food Share. The new slate of officers for LCMGA will be sworn in at that time.
- d) Class schedules* for the 2017 MG class, along with applications, brochures and flyers*, are printed and available for dissemination. Fees for the class have been raised to \$220.00, and online credit card service will be available.
- e) Master Gardener program requirements are becoming more standardized nationwide, and Liz showed us the small stickers that MGs will need to attach to their badges indicating their MG certification is up to date. For the time being, Liz is keeping the certification requirements for Lincoln County Master Gardeners at 9 hours of education, 9 hours of office work, and 9 hours of community service in one of our MG designated events/gardens.
- f) Several folks have signed up to be classroom and demonstration garden coordinators. The coordinators for the Farmers Market booths in Newport and Lincoln City may not be willing to continue, and if not Liz would suggest concentrating on an activity that is more community based.
- g) Gretchen Ammerman is now the editor of the News-Guard newspaper in Lincoln City, and we hope she will provide more publicity for MG programs in north county.

The next board meeting will be on Monday, November 7, 2016, at 10:00 a.m. at the Newport Public Library McEntee Meeting Room. As indicated above, there will be a general meeting and graduation on November 10, 2016.

There being no further business to come before the board, the meeting was adjourned by the president at 12:00 noon.

Respectfully submitted,

Karen Jones, LCMGA Secretary