

**FINAL**

**LINCOLN COUNTY MASTER GARDENER ASSOCIATION  
Executive Board Meeting Minutes – Newport Public Library  
September 14, 2015**

**(Documents marked with an \* will be attached to the final meeting minutes  
filed in the Secretary’s notebook in the MG office)**

**Board Members Present:** Pat Shaw, Heather Fortner, Dawn Henton, Emily Blume, Liz Olsen, Jeff Olsen, Carol Schriener

**Board Members Absent:** Karen Jones, Mary Jane Bonelitz

**Non-Board Members Present:** Donna Davis, Cathi Block, Jill Johnson, Michael Christy, Becky Stiles, Pam McElroy

The meeting was called to order by president Pat Shaw at 9:37 a.m.

The minutes of the July 13, 2015, Executive Board meeting were approved as read, as were the minutes of the July 21, 2015, General Meeting.

**Financial Reports:** There were no changes or corrections to the financial statements for July and August 2015.\* LCMGA financial information as of September 2, 2015, is summarized as below:

Account Balances:

|              |             |
|--------------|-------------|
| CD 6728      |             |
| CD 8906      |             |
| Checking:    | \$13,998.45 |
| Savings:     | \$ 5,054.60 |
| Scholarship: | \$ 5,000.11 |

Income/Expenditures:

|                   |             |
|-------------------|-------------|
| Income YTD:       | \$20,603.39 |
| Expenditures YTD: | \$10,658.22 |

**President’s Report:** Kathy Buisman’s upcoming retirement was discussed, and we all agreed she would be greatly missed.

**Funding Educational Opportunities:** A task force of Dawn Henton, Becky Stiles, and Michael Christy will develop criteria wherein members could receive up to \$150 for an educational opportunity, such as a class, workshop or conference. Members would then submit a report or chair a roundtable discussion. The focus would be to enhance the membership and share new knowledge. It was recommended that an amount be included in the budget for the Master Gardener Coordinator and that funds be available to Master Gardeners.

Pat Shaw reported that the Nominating Committee has been utilizing a conference call feature for committee meetings. The call feature costs \$1.00 per person for each

20-minute call, with an expected expenditure during the work of the current committee of \$5.00 to \$10.00. The cost will be covered by the "Conference and Meetings" line item in the budget. If other committees would like to know how to use the conference call feature, please contact Pat.

**Membership Meetings:** Heather Fortner reported that 22 members and five guests attended the July 21st General Meeting held in Toledo. All who attended enjoyed a barbecue, swap meet, plant exchange and door prize drawings.

Nine members and one guest attended the field trip to Shore Acres. This was a bit of a disappointment since the event had been advertised for several months.

The traditional Apple Squeeze will be held on Saturday, October 17, from 11:00 a.m. to 2:00 p.m., at the home of Loyd and Verna Collett in Tidewater. Attendees need to bring their own box lunch and drink. The slate of officers for the upcoming year will be announced.

The hugely popular Round Tables will return in October. Dates and topics are:

|                    |                        |
|--------------------|------------------------|
| September 29, 2015 | Food preservation      |
| October 8, 2015    | Growing garlic         |
| October 22, 2015   | All about fermentation |

All Round Tables will be held in the meeting room of the Newport Public Library, from 10:00 a.m. to 12:00 noon.

Other upcoming events include:

October 14, 2015: Nesting Box Construction with Cathi Block, to be held at South Beach Community Center from 10:00 a.m. to 12:00 noon. Cathi will provide the chickadee-sized nesting boxes for members to decorate. Cost is \$10, with all materials and tools provided.

November 12, 2015: Graduation of the apprentices and a general membership meeting at OCCC. There will be a potluck luncheon.

December 3, 2015: Dry materials wreaths, from 10:00 a.m. to 3:00 p.m., at the South Beach Community Center. Heather Fortner will conduct the event. All materials will be provided (Cathi Block, Jill Johnson, Heather Fortner and Dawn Henton have been busy collecting materials for several months).

**Equipment Purchases:** Jeff Olsen reported that all board-approved equipment has been purchased. The newest computer is online, and is essentially identical to the computer purchased a short time ago. The new Canon color laser printer (which also scans) is online and operational. Jeff will fix any tweaks that might be necessary on the computers and printer, as well as the microscopes. The donated microscope is of laboratory quality and easy to use. The microscope that could not be used for our purposes has been sold. Jeff repaired the light on the microscope

that used to be in the hallway at the old office, and so it is also ready to be used. A new cord for the treasurer's printer has been purchased. Jeff will purchase an extra set of toner cartridges (an off brand that he has used) to save money.

**Communication/Newsletter:** Heather reported that 11 people attended the meeting regarding communications, and that two avenues have been suggested: a newsletter and a webpage. These would be available only to those listed in the directory (not through the list serve). Nancy Kloak will be in charge of the monthly newsletter, which will be a smaller and simpler version of the previous one, and will be available by mail or online. Heather will work on the webpage, and will run it for one year. The format will be Wordpress, classes for which are available at OCCC. Heather will discuss with Liz the legal aspects involving OSU; she will also have a tentative budget available for the October board meeting. Parts of the costs may be covered in the budget already. Both the newsletter and webpage are planned to start in January 2016. Heather suggested that we try to recruit someone to take over the newsletter and webpage once Nancy and Heather retire.

**Publicity:** Pat Shaw stated that it has been a wonderful year for publicity. Becky stated that she and Web wouldn't be continuing with publicity next year. The new person(s) should have strong writing skills and the ability to develop a relationship with the media. They aren't sure if the newspaper will continue the gardening column. Kim Poknary, who writes for OSU, could be used for the News Guard. There is a need for photos for publicity, which must be suitable for publication. All agreed that there is a need to keep the positive momentum going. Becky and Web might continue with support. Jeff will email them the membership database to see if any members have the necessary skills.

**Scholarship:** Dawn Henton reported that the Lincoln County Foundation has sent the information about the LCMGA scholarship to the appropriate schools in Lincoln County. LCF will also collect the applications and forward them to LCMGA, and they will write letters to those individuals not selected. At this time the committee is waiting for the spring application deadline to pass and the arrival of the applications. Jeff thanked the committee for its work.

**OMGA and Mini College:** Jeff reported that OMGA sent a thank you note for the gifts donated for Mini College. Next year's Mini College will be held on August 5 - 7, 2016, at Linfield College. The OMGA Leadership Meeting dealt with member retention. The main meeting was about the proposed bylaws, most of which were not adopted. The most important proposed bylaw concerned what would happen to OMGA's funds if the association were dissolved. The current bylaw dictates that the money would go to the Master Gardener Foundation. The proposed bylaw would have allowed the OGMA board decide to donate the funds to another non-profit organization. Had the proposed bylaw passed, the connection OMGA has to OSU would have been severed. The proposed bylaw was defeated.

**Oceanview Adaptive Garden:** Pam McElroy displayed a poster with pictures showing the progress of the garden. Guy DiTorrice, Public Outreach Director of Oceanview, reports that a majority of the residents participate in the Friday Happy Hour in the garden. The garden is also being used in marketing Oceanview to potential residents. Oceanview has provided a storage shed at the garden and the gardeners have access to it. A pergola and an entry arch will be in place by next spring, with Oceanview paying for the materials and Angell Job Corps doing the work, so there will be no cost to LCMGA. Finally, there is a good possibility that the garden will be on the Samaritan House garden tour in 2016.

Pam proposed and Liz supported that the adaptive garden be reclassified as a demonstration garden since it meets the criteria of being educational and different from the other gardens. **Carol Schriener moved that the Oceanview Adaptive Garden be re-classified as a demonstration garden. Emily Blume seconded the motion, and it was passed unanimously.**

#### **New Business:**

State Fair – Larry Tapanen was not present, so the report was tabled for the time being.

Yaquina Head Lighthouse Garden Request – Liz reported that the new lighthouse management has requested LCMGA's help in re-establishing a heritage garden. Pat Shaw and Liz stated that we have too many involvements to take on another project. After discussion, it was decided to decline the request.

Nominating Committee: The committee is composed of Pat Shaw, Pam McElroy, Karen Jones and Diana Pinto. An email will be sent for potential officers for next year. Liz suggested that a veteran plus a new member could be co-presidents.

2016 Budget Task Group: Pat has appointed Emily Blume, Claudette Schroeder and Nancy Kloak to this group. They will utilize the membership skill sheet to look for potential candidates to develop next year's budget.

#### **Program Coordinator Report:**

Liz requested up to \$137.00 from LCMGA to allow her to attend the Washington State University MG Advanced Training Conference. She has received additional funds from OSU Professional Development and from OSU Extension. She will be taking advanced classes and looking for new speakers for the MG program/classes (she found two such speakers at the OSU Mini College). After a discussion, **Heather Fortner moved that Liz be given up to \$137.00 to attend this conference; Carol Schriener seconded the motion, and it was approved unanimously.**

**Lincoln County Fair:** Lincoln County Extension did an exceptional job having demos/displays and interactive events at the 2015 fair, and LCMGA members had

an amazing showing. The tomato tasting was a big hit. By combining Master Gardener Week and the fair, we better utilized volunteer hours and had better visibility. Becky suggested that a Fair Committee be established to plan for next year's fair. Liz will let us know when the Extension Office makes a decision about next year.

**Lincoln City Demonstration Garden:** OCCC contracts are coming up for renewal. It has been hard to find a garden coordinator for the Lincoln City garden, and few students have participated. The garden location has little public traffic. The questions are: do we continue to support the garden, and is it meeting the mission of a demonstration garden? The last two or three years have seen no public involvement.

**Yaquina Head Lighthouse Demonstration Garden:** Michael Christy has been instrumental in running the garden and is doing an amazing job.

**Other:** Liz is now employed full time at the Extension Office. No funds will be required to move the greenhouse to the new school location at Yaquina View Elementary.

The meeting was adjourned at 12:10 p.m.

Respectfully submitted,  
Dawn Henton, Secretary Pro-Tem, Co-Vice President, LCMGA