

**Master Gardener Foundation of San Juan County  
Board of Directors Meeting  
October 13, 2020**

**Present:** Board members Kate Yturri, Nancy Forker, Sandra May, Barbara Orcutt, Dianne Macondray, Julia Turney, Lenore Bayuk, Diana Brooks, Kim Howard; Program Coordinator Caitie Blethen; and members Jane Wentworth, Mo Sloane, Leslie Hutchinson, Anthony Suruda, Judy Winer, Jenny Harris, Alice Deane, Susan Mahoney

Board Members not present: Vicki Leimback, Sylvia McKenney, Pat Kuentzel

This meeting was held via Zoom conference due to the physical distancing restrictions in place at present ordered by Washington State Governor Jay Inslee in response to the ongoing coronavirus pandemic.

**Minutes:** Review and approval of minutes of the July 7, 2020 Board meeting. Motion to approve the minutes, seconded, passed.

**Treasurers Report:**

We have around \$50,000 in the bank as referenced in the Balance Sheet. Compared to previous times, at the end of 2019 we had \$53,000 and in June 2020 we had \$46,000. The other report is Profit and Loss Budget vs Actual. This report shows the budget passed in January as well as income and expenses for this year. This year is unusual because of Covid and the budget was passed before Covid hit. We bought a microscope, built hoop house and managed to bring in 13.5 K income. We won't have the Native Plant Sale (NPS) this year.

We will get estimates for the 2021 budget in late Dec, early January. We are hoping our finance committee will look over everything then make a proposal to the board at the January meeting. A copy of the reports are available upon request; they were sent out to the board members. Laurie, Jenny and Jane are talking about a smaller version of NPS in Fall of 2020. We may have a placeholder in the budget for the NPS until more is known.

**Finance Committee:**

We do have a finance committee - Nancy Forker, Elaine Frazel, and Barbara Orcutt are members. The committee met and talked about spending priorities keeping the overall mission in mind. We need to set up some guidelines in dealing with outside vendors in the future. Island county and Skagit county treasurers say they do not have such guidelines. Skagit has not used an outside vendor to build anything. We determined that we do not need a credit card. We talked about insurance and storing passwords.

The finance committee recommends not to have liability insurance. We could revisit this especially since we are dealing with outside vendors. It is recommended that board members include liability in their homeowners insurance.

Island County Master Gardeners pays \$500 per year insurance.

**Projects**

**Garden Workshop Series** - Judy W., Teresa, Caitie

There are 260 registrants, and we cleared the \$1,500 which covered honorariums. Sandy M. will shut off website after 9pm on Oct 14<sup>th</sup> and then send the file to Judy. Then the info will be uploaded and reminders sent out to the participants. All of speakers and facilitators have practiced and the practice sessions went well. We are still waiting for presentations to load up on the website. Catie has been amazing on programming the webinar. A letter will be sent out to all members with attached Zoom attendees. This will go out on Thursday after we get the webinar loaded with all of the names.

The recorded sessions won't be posted until after the last presentation. Details will be in the welcome note.

Mo reported that there was publicity on Sunday and week before to all of facebook groups. There was not a lot of response, only about 3-4 per post. Orcas and Lopez groups got more responses.

### **2021 Spring plant sale – Mo**

Alice, Lenore and Mo would like to have spring plant sale again. It will be online, planning will happen after things calm down after the election. Will perennials be incorporated into the Spring Plant Sale? Yes, that would be great according to Mo. We can sell non edibles now.

We will use the structure of the website for the plant sale. We will need to develop photos and descriptions for the plant sale. We can reuse photos and descriptions from last year. Sandy May can support the technical web site back end work to set up the site.

### **2021 Perennial plant sale - Kate**

The Perennial plant sale will be done with the Spring plant sale. We could sell dahlia tubers as part of the sale.

### **Future plans for Grow your own Food - Caitie**

Caitie will check in with the Resource Center. This year we provided garden kits to the community as part of this effort. Any thought to expand to Lopez or Orcas? We could discuss with the resource centers on those islands. A 'how to' video series was worked on. We could have a planning session in the winter. We donated produce to Orcas and San Juan Food Banks.

### **SJI Demo garden update - Alice**

A core group including the Larsons, Alice, Judy, Linda Thompson, Kat Rose, Lindsey Holloway and Susan are regulars at the demo garden.

The core group is working on harvesting. There needs some repair on irrigation in the spring. The big clematis vine has been cut down by the Larsons. Winter brassicas have been planted. Hopefully WSU will allow more people in the garden by spring. Jenny Harris volunteered to help repair the irrigation in the demo garden.

### **Orcas native plant garden/school garden update** – Tony

Going to clean up the Mason bees, but with out the kids. A core group has been working in the garden. A bunch of plants reseeded. Most of native plants survived. Some pruning needs to be done. Lena, Nancy, Tony, Kate and others have helped this year. We potted up a bunch of perennials. Onions, Kinnikinic, native strawberry and other native plants are available if anyone needs anything.

Kim enjoyed the video of the Orcas garden that Catie posted in the newsletter.

### **Lopez heritage apple orchard** – Barbara

The benches were resurfaced and rebuffed. Right now it is quiet. It is a good time to transplant and replace one of the trees. There were minimal expenses. Molly's husband helped with the resurfacing.

### **Program - Caitie**

*Program committee progress and plans* – There is a program meeting tomorrow. A program committee meeting with 6 members are working on MG statewide critical issues and how we fit in. A survey will go out to all members. Are there goals for the committee? Yes, there are a list of goals for what the committee will help accomplish. Kim Howard and Diana Brooks are on the committee as well as Lene Symes from Orcas, Debbie Young from Lopez and Lindsey Holloway from SJC. Also includes members from all islands. Diana – it is a good group with energy. Kim – committee going well, in beginning stages, survey will go out soon.

*Diagnostic clinic* – Kim, Tony, Caitie – Kind of quiet. Pretty big push in summer, good volunteers helping out. Last month only a couple of contacts.

*Newsletter* – Newsletter looks great. Goal for winter is to get a schedule together. Goal is to get published and then have simple directions if someone wants to submit something. Diana Brooks will help with that. For the newsletter we can see who opened, how many clicks, so we can see what our engagement is. How many people are accessing? It goes to 110 people, about 50% are opening the newsletter. Mo – an idea would be an anonymous quiz at the workshop to include a sign up for the newsletter. Caitie will add to the surveys.

### **Old Business**

#### **Website redesign** – Sandy

For maintenance of the website we need to come up with job description – could be part of the job of one of the board members. How many hours would it involve. We should have a unified publicity team.

Julia – There is a cookies privacy policy message. Looking for info from statewide coordinator (Jennifer). Catie could follow up with her. Legally do we need a privacy policy. King County has a privacy policy on their website. Julia wrote one for our website. Hoping we could get a statewide perspective from Jennifer.

#### **Priorities list development** retreat – Kate

In the retreat, we could look at how to deal with publicity, reserve fund, and priorities list. Foundation looks at that as funding strategy. Any appetite for doing a retreat on zoom in the winter? How can we put ideas in place to help others to help out. Better to do after

January. Purpose of retreat – discuss heady issues that you need to meet about. Taking things you don't have time for and delve deeper into things. Typically, will be longer than 1-2 hours. May include board members and others.

### **New Business**

Continuing Ed opportunity – Jane - Plant family morphology and identification webinar/workshop by David Giblin.

Proposal is a webinar on plants. He could record the sessions and work with us in one afternoon. \$300 honorarium goes to Burke Museum. We could record ourselves and use for training. Should it be one or several sessions. Refer to handout. Is the board willing to pay \$300 for the suggested amount and what format would we like to see. Jane will get back to David. Barbara – would like to see a botany course, would like two – 2 hour sessions rather than one 4 hour session. He brings in samples of flowers and plants. Let's go ahead and schedule – then figure out where to get the flowers. Timing could be in February.

The group approves of the expense and the proposal. We will do in 2-3 sessions for \$300.

This will go into the 2021 budget. For 2020, we have \$300 in the budget.

The grasses class did not go forward this year. June 25<sup>th</sup> 2021 is penciled in for the in-person workshop for grasses. This can only be an in-person field trip since it is hands on.

### **Community garden proposal – Jenny**

Family Resource Center – community garden space is planned around the building. All current plants will come out on Saturday. The design is for a meadow native planting. The garden by the children's space will be edible. It will be un-irrigated into a sand bed. Northwest meadow scape seeds will be used. There will be a place to learn about insect habitat. It is next to the demo garden and could be something master gardeners help with – potential educational opportunities around insects and seed collection. This maybe an opportunity where the foundation could support financially with materials or plants.

Where is the funding coming from? Comes from the building remodel and expansion budget. \$8,000 is for the garden restoration. Excavation will be done for free. Jenny is donating her time for free. Plants will be offered at cost. Trying to get donations for the effort.

Native plant design would be educational, offering a non-food element to the Master Gardener Program. This would be a public garden.

Where is the garden space? Space is 2600 sq ft – including strip on front, side and behind the resource center. Anna of the Mullis Center may want to extend to the Mullis center grounds in the future.

Jane – a native plant demo garden is of interest. The Native Plant society could offer a grant. Jane would be happy to help.

The group is in favor of this effort; it is in line with the demo garden, native plants and efforts of the master gardens. All in favor of supporting a donation to the effort. On Saturday if anyone wants plants, bring a truck to grab the plants that are being removed. If anyone wants to learn, 1500 bare root plants are coming, Jenny will send out information.

Respectfully submitted October 13, 2020.

Sandra May, Secretary  
SJCMGF