

## **Date 1/2/2019 Board Meeting Minutes**

**Present** were: Co-Presidents: Kathy Schultz, Linda Loker, Vice –President: Britton Dake, Secretary : Susan Raasch , Treasurer: Joni Pagel, Sandra Gollhofer, Ed Dombrowski, Virginia Slattery, Linda Werner, Nancy Karuhn, Susan Forbes, UWEX Advisor: Kimberly Miller.

**Excused:** Diane Iott.

**Secretary Report:** November minutes were read by Kathy Schultz. Changes made: Project update, Specify that “Honorarium “is for speakers and Philadelphia trip dates are May 6<sup>th</sup> – May 10<sup>th</sup>. Motion made to approve by Linda Werner, second by Ed Dombrowski.

**Treasurer Report:** Cash reconciliation report for period of December 2018.

**By Laws Report:** Susan Forbes, returning Board member, lead discussion: **V. Board of Directors, Sec. 7:** whether a MGVA intern should be considered as a candidate for a Board position. Consensus: Board member candidate should be a certified Master Gardener. **IX. Seal or Logo:** refer to document. **XII. Operational Limitations:** MGVA Association is not a 501 {c} {3} however, the designation will be kept in the bylaws in the case we apply for this designation in the future. **VII Master Gardener Advisor:** Kimberly Miller is a director of the Master Gardener Program but not the Wisconsin Master Gardener Association. **Standard operating procedures** discussion: For certification requirement of 24 hours of service and 10 hours of continuing education MGVA requirement 12 hours long term project and 5 hours community/youth education. State wide system for tracking hours should make that easier. Okay for interns to be on committees, moving toward a May vote by membership. Thank you to Bylaws Committee members: Susan Forbes, Nancy Karuhn, Joni Pagel for their work on the proposed changes to this document.

**Project Updates:** Britton Dake, Nancy Karuhn and Kimberly Miller will be meeting with the Project Leads individually to assist with any issues they need to be addressed.

**Education Committee Report:** Linda Werner and Valerie Stabenow are working on Winter Escape/Summer Dreams 10-12 raffle items are needed. 4-H Fun Day planned for February. Stan Meyer, Linda Baeten, Arlene Kosanke doing plant propagation at the Boys and Girls Club. Roy Anne Moulton contact for the Philadelphia trip

**Other New Business:** Staff changes at the Extension Office, Formalize the Golden trowel criteria. Speaker fee issue discussed.

**Treasurers Fraud Report:** Checking account fraud activity: Joni Pagel found two fraudulent charges on the MGVA bank statement. Associated Bank froze the checking account. Motion made to allow Joni to negotiate and resolve situation of frozen account. Allow Joni to open a new checking account and a savings account, if necessary. Motion passed unanimously. Co-Presidents, Kathy and Linda, will go with Joni when she meets with the bank manager to deal with this situation.