

Master Gardener Board Meeting January 4, 2011

The Meeting was called to order by Mary Wiedenmeier, 5:30 pm

Present: Mary Wiedenmeier, Kathy Daniels, Ivan Placko, Alice Graf, Linda Baeten, Bob Potter, Ken Hawk, Roy Anne Moulton, Marge Menacher, Audrey Ruedinger, Carole Dorsch, Jane Kuhn and Nick Schneider. [Welcome Carole and Jane!](#)

Treasurer's Report – Alice Graf

A handout was provided which included November and December income and expenses. Total of all accounts as of 12/31/10 is \$14,580.75. Also included in the report was a breakout of the projects, trips and seminars for 2010, and a budget comparison from 2006 through 2010.

Pick n Save "We Care" is discontinuing, but Alice will check into a similar savings program at Festival Foods.

Discussion took place on whether to open another CD account, or move our treasury to a different bank. Currently we are at Associated Bank. There may be a possibility of moving the account to the Winnebago Community Credit Union to gain a better interest rate.

Secretary's Report – Linda Baeten

The last Board meeting was held in November, and the minutes are posted on the website. No corrections were made.

OLD BUSINESS

None

NEW BUSINESS

Review last year's planning meeting - Nick – handout provided.

1. Enhance membership:
 - We do not have a membership committee established.
 - Communication committee is established, but no leader.
 - Last class was large, so must be getting the word out.
 - Unsuccessful at getting Lawanda's articles published in the Post Crescent/Neenah News Record. [Try Berlin Journal / Omro Herald & Winneconne News](#). May have to have someone, (or Lawanda) do a separate article than what is posted in the Northwestern.
 - [Nick's office could send the new brochures to PHA questioners](#). Will need about 50 for the year. Also could have an electronic copy to send. [Roy Anne will check into getting an electronic copy to Nick](#).
 - Diane Iott has worked with Julie Grundy to set up a comprehensive contact list.
 - Progress has been made expanding projects to other areas in the County.
 - Adjusting the class schedule to Tuesdays worked out. Good to have class members able to attend meetings. Meeting room is booked for next Fall.
2. Overcome leadership succession:
 - Website done!
 - Update of SOPs is nearly done.
3. Community education opportunities
 - Winter escape went extremely well.

- School projects went well.
 - Still need to meet with officers and members of other counties.
 - Need to establish a breakout session at a State MG Convention for this. Nick will work on this.
 - Could also meet with the Northeast group to share ideas.
4. Funding threat?
- Not a problem presently
 - If a day comes that the state looks at funding cuts, we could address at that time.
 - Internal audit? Could have members go over the books. Mary will contact Stan Meyer to see if he is willing to look over our books.

Goals for 2011:

Nick also provided a handout detailing responses from the Master Gardener Survey conducted earlier this year. The survey was sent to 140 past MGs. 35 responded. The purpose was to determine how to maintain and encourage membership. He provided a summary:

1. Simplify process for individual projects: Individual projects were limited in the past to get help on our core projects. We could simplify the individual project process and still maintain accountability. Do this now as we revamp the SOPs.
 - a. Could simplify an approval process and eliminate copious paperwork. If asking for money, would need Board approval/sanction.
2. We believe we have become more embracing...
 - a. Leads should contact those who sign up and welcome them.
 - b. Could set up a Project Lead meeting and provide guidelines. This would be a special meeting between Board meetings. Ivan and Jane will contact the leads.
 - c. Possibly make up a membership binder with information for members as we had in the past.
3. Board term limits...Mary, Kathy, and Alice will not do another term. Mary provided a handout of current Board Members – 6 members will be leaving at the end of 2011.
 - a. Survey the membership as to whether they would be willing to serve.
 - b. Provide job descriptions. Mary will copy what we have for job descriptions and distribute.
 - c. Put an article in the Newsletter encouraging members to consider a Board position.
 - d. Form a nomination committee with experienced MGs. Roy Anne, Alice and Audrey volunteered.
 - e. Put “Board positions” on the agenda for the next Business Meeting.

Select State Representative:

Mary had four candidates who had shown interest in the position: Linda Loker, Debbie Quandt, Sue Bohn and Linda Tobey. It is the Board’s responsibility to choose the State Representative. Ken moved to select Sue Bohn, second Ivan. Motion carried unanimously. Mary will notify the candidates.

Select A Timekeeper

- The hours form will be updated/simplified by Mary and Kathy and will be an Excel document.
- The Timekeeper is not a subjective/ judgmental role. Many MG organizations have UWEX staff tally hours, however this task would provide an opportunity for a member to gain volunteer hours.

- The report isn't due to the State until October.
- Three candidates were willing: Patty Schmitz, Bill Wallingford (not certified) and Kathy Daniels. Roy Anne moved to select Patty Schmitz, have the hours form redone, and a job description of Timekeeper developed. Second Ken Hawk. Motion carried unanimously.
- Mary & Kathy will notify the candidates.

Education Committee – Roy Anne

February event:

- 300 "Save the Date" postcards were mailed today. Up to 500 brochures go out next week. Lawanda's article will be in the paper this week. News releases went out.
- 15 letters were sent to vendors, and working on getting more.
- Registration forms are on the website, as are brochures.
- Many thanks to Synda Jones for graphic arts skills.

SOPs – handouts – Ivan & Alice

A draft was provided. We picked up where we left off at the last SOP session. Alice was able to make revisions to the draft as we followed through.

X. Education/Trip Committee

- Plugged in language based on what Roy Anne had submitted. Revisions were made.
- Roy Anne will include refund policy language on registration forms.
- A question came up as to whether the Chair of the Ed Committee should remain on the Board for as long as she/he chairs that committee. By consensus, the Board agreed the Chair should remain.

XIII. Sunshine Committee

- Need a chair...will announce at next Business meeting.

XVII. Annual Calendar

- Changes were made to reflect what we currently do.

Meeting adjourned 9:00 pm.

Respectfully submitted,
Linda Baeten, Secretary