

5/1/2019 Board Meeting Minutes

Present were: Co-Presidents: Kathy Schultz, Linda Loker, Vice –President: Britton Dake, Secretary: Susan Raasch, Treasurer: Joni Pagel, Sandra Gollither, Ed Dombrowski, Linda Werner, Diane Iott, UWEX Advisor: Kimberly Miller.

Absent: Virginia Slattery, Nancy Karuhn

Treasurer Report: Joni Pagel gave the cash reconciliation report for period of April 2019. Approve project requests and \$50.00 for the Fair. On Friday, May 4, 2019, Joni will proceed with moving our accounts from Associated Bank to First Community Credit Union. Going forward money movements need to be approved.

Secretary Report: April minutes with corrections. Motion to approve made by Linda Werner, second by Ed Dombrowski. Passed unanimously.

Project Updates: Britton Dake noted that the last project lead meeting was this week. Nancy, Kim and Britton will review the surveys that the Project leads took.

Education Committee Report: Linda Werner reported that 10 4-H kids will participate in the garden workshop with Mary Moosemiller and Melissa Weyland. There will be no need for volunteer master gardeners. Mary Moosemiller is planning a tour of the worm casting operation at the prison for a Wednesday in June. Ascend meeting, May 2nd now in the final phase. Need a work date to get beds ready and be planted. Grant request scheduled to be done by May 31st. No date yet for the summer trip to Madison to tour Olbrich gardens and a Madison garden with Jeff Epping. For Winterscape/Summer dreams 2020, Ben Fuda will give 2 presentations. There will be 2 additional speakers: one on vegetables and one on beekeeping. Pheasants Forever may give a presentation on the balance of life. A workshop in the fall is being planned. Dianne Iott, Deborah Voyles, and Linda Werner will have a Fairy garden workshop with Boys and Girls Brigade June 12th in Neenah. The Education Committee May 21st meeting changed to Thursday, May 23rd.

Extension Updates: Kimberly announced that Jody is now a permanent employee along with Ashley and Amy. Another new employee Todd has financial and educational duties. WCMGA online reporting system should roll out in June. Next year, work hours will need to be recorded separate from travel hours. Find the link for online reporting in the Volunteer Vibe and accept the forms. May 3rd draft mission statement and fiscal year strategic plan is due.

Rock the Block in Oshkosh: Linda Loker updated that it was well received by the community. MG's: Joni, Cindy and Linda Baeten helped 2 families plan for easier care yards.

Oshkosh Corp sustainability event: Grace Oliver, Sue Egnor and Sue Rodgers manned the booth. Topic was "Jumping worms". Well received.

Donation: Criteria--what is the donation's intended purpose. General policy --how to disburse: lump sum or by some other means. Standard practice documentation: checklist how to account for money if

it is carried over, etc. Linda Werner is heading up a committee to determine how to handle donations. Kathy S. and Linda L. will join Linda W. on this committee.

Non-profit account balances: Kimberly Miller, Joni Pagel, Linda Loker, Kathy Schultz, Mary Wiedenmeier met on Friday (April 5) with Bonnie Graf a CPA. Bonnie explained the ways to pick a reserve. Group will concentrate on: funds, which are in and out of the cash balance, and expenses like: projects, administrative fees, and make a determination of amount necessary to be held in reserves. How long could WCMGA operate without any money coming in?

Board process log draft: Kimberly will create a spreadsheet to be housed in Google Docs for polices that are Board processes separate from SOPs or By-Laws. Kimberly will set this up on the office computer with access for all Board members. Motion made to approve by Linda Werner second by Britton Dake.

Other new business: WCMGA will continue to present two \$25.00 awards to 4-H members at the Winnebago County Fair. Diana Dougherty will have a sign-up sheet for the June 11th Picnic. Summer garden walk at UW-O, Anita Carpenter will be the guide on June13th from 9 a.m.-11 a.m. Arlene and Bob Kosanke's walk will be June 27, 4 p.m. - 7 p.m. No Sheldon Nature Center walk as WCMGA group. The fee to open the gate and have bathrooms available was prohibitive. Members should take a walk there at a day and time of their choosing. WCMGA was approached regarding a Grand Opera House proposal. There is a moratorium on proposals. This will be reiterated to the person. Should there be a project waiting list? Joni applied for a 4imprint grant. Mid June the \$500.00 grant will be awarded.

Motion to adjourn made by Britton Dake and second by Joni Pagel. Passed unanimously.