



Master Gardener Foundation of Kitsap County

*Promoting long term environmental health
through sound and sustainable horticultural practices
The purposes of this non-profit Foundation are solely educational
and charitable to enhance and supplement the effort of the WSU
Master Gardener Program and thereby provide education and
information to the citizens of Kitsap County.*

Master Gardener Foundation Kitsap County

Minutes for Wednesday, May 5, 2010

Call to order

President, Becky Croston called the regular monthly Master Gardener Foundation board meeting to order at 1:05 PM on Wednesday, May 5, 2010, at the Meadowdale Fire Station, Bremerton, WA.

Board members in attendance were: Becky Croston, President, Roland Malan, Vice President, Fred Abrahamson, Treasurer.
Members at Large: Martha Alexander and Jim Rodman, Mary-Cathern Edwards and WSU Kitsap Extension Horticulture Director, Peg Tillery.

Members in attendance were:

Georgie Pulliam and Linda Wells.

Reports and Announcements

Secretary's Report: Martha Alexander moved that the minutes of the April Minutes be accepted as written. The motion was seconded by Jim Rodman. Motion Carried.

Treasurer's Report – Fred Abrahamson

Through 4/30/2010:

1. The checking balance \$5,441.82
2. The savings balance is \$500.21
3. The Money Market balance at Kitsap Credit Union is \$8,714.08
4. The combined CD balance is \$25,784.23

Our overall cash resource is \$40,440.34

Breakdown of CD's

Kitsap Bank 7/7/10 = \$2,564.63

Kitsap Bank 4/6/10 = \$0 Matured on 4/7/10. Moved balance to KCU new CD

Kitsap Bank 9/14/09 = \$8,207.85

Kitsap Credit Union 2/12/12 \$5,011.75

Kitsap Credit Union (71) 4/7/11 \$10,000 at 1.1%

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Mary-Cathern Edwards, Acting Secretary

Budget vs. Actual 4/30/2010

Through April we have an income of \$3,791.63 and \$4,226.46 in expenses for a negative \$434.83. What is very encouraging is that budgeted or anticipated income through April was only \$827.07. The major factor here was the receipts from the calendar sales of \$2,527.

Notes & Comments:

- The 2009 Federal Income Taxes were submitted on April 30.
- I plan to close the Kitsap Bank Checking account during May which will leave two CDs yet at that financial institute.

It was moved by Martha Alexander and seconded by Jim Rodman to accept the March financial report as written. Motion Carried.

Horticulture Report: Peg Tillery

Master Gardener Program Volunteers:

Even though we had a small class this year, 33 interns, we now have a total (including interns) of 263 MGs plus 17 Emeritus MGs. On average, all 263 MGs give back more than 25 hours of volunteer time each year. So far from January through the end of March, 2010, 130 of the 263 MGs have reported a total of 3477 hours of volunteer time this year. Note that the hours are under reported. The actual totals are probably two times that amount.

Clinics:

All clinics are up and running, except for Bremerton which starts on this Thursday May 6. This year the MGFKC donated funds for new clinic boxes to replace old falling apart boxes; The Sunset Vegetable and Fruit Handbook, Insect Books and reams of paper for educational handout materials. In addition the Foundation has paid for parking for all the volunteers who serve Office Clinic duty at the Extension Office. We still plan to purchase another canopy for the farmers market clinics and other clinic outreach.

Gardens:

All gardens are up and running. All rentable plots are rented at both the Blueberry Park P-Patch and Raab Park P-Patch. Blueberry Park will have the second educational class (composting) on Saturday May 16. Both Anna Smith Garden and the Raab Park Youth Garden dug, divided and potted up plants for the plant sale this last late winter and early spring.

Other Educational Outreach:

Master Gardeners have already staffed information and educational booths/clinics at the following: Suquamish Casino Health Fair; Homebuilders Show; Kingston Garden Show/Fair; Kids Growing event at West Hills Elementary; and Stillwaters EcoFest in Kingston. MGs have also given talks/presentations at the Ladies of the Sons of Norway (two locations, two to four talks so far); Parkinson's Support Group; several garden clubs; the MGFKC 3rd Wednesday Seminars; Native Plant Course at Stillwaters; Organic Gardening Course; instructors for several sessions at the MG Basic Training.

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Extension Horticulture Section of Website:

Each team of garden leaders are preparing words and providing photos in order for Lisa Rillie, the Extension web specialist, to post pages for each of our gardens – the native plant sites; food production sites; p-patch sites; and the learning gardens. Once these pages are up and operational Peg will write a column and blog post in the Kitsap Sun to advertise these pages to the public.

Native Plant Course

The 6-week Native Plant Course 2010 will be on Fridays (9 a.m. to 3:30 p.m.) at the Norm Dicks Government Center beginning July 9 and continuing through August 13.

Kitsap County Fair

The Fair this year is August 25 through 29. The Heritage Garden team is putting together a container gardening display; Christa Akers has a wonderful display planned showing how vegetables can be grown in bags of soil; and the third educational display will feature the native plant, p-patch and learning garden sites.

Rain Garden Mentors

This is a brand new program. 12 Rain Garden Mentors were trained and graduated in April. This program is overseen by Peg Tillery, Horticulture and Shoreline Educator, and Jeff Adams, Water Quality Specialist, Washington Sea Grant. The Rain Garden Mentors are working in teams to educate, assist and mentor citizens in unincorporated and incorporated Kitsap County in learning how to keep the water that falls and runs onto their property on their property through the use of Rain Gardens and Rain Barrels. Of the 12 Rain Garden Mentors all of them except one wear two hats - Beach Watchers and Master Gardeners. We do not have any representing the South end of the county yet so we'll be recruiting heavily from South Kitsap for the next cohort of Rain Garden Mentors. See the brochure handed out at today's MGFKC meeting for more details. Our Rain Garden Mentor Program is part of a 2 county pilot (Kitsap and Snohomish) for WSU. Discussion: Arno Bergstrom reported a tentative agreement has been reached with a local USDA certified food preservation tech to offer 3-4 food preservation courses, beginning in July 2010. Call in questions and inquiries made at MG Clinics will be routed to the tech, the Kitsap County Health Department or a contact technician in another County.

Seminar Report:

Discussion: Sally Tysver to present a culinary herb seminar on May 19.

A June 16 Hosta seminar will be presented by Carol Reece.

It was noted that effective May 2010, the Kitsap News Group will now charge a fee for non profit group advertisement. The amount is unknown; we need to verify what the new charges will be. Peg indicated that the Kitsap Sun does not charge a fee.

Kingston Crossing Massage Fundraiser: Roland Malan

Discussion to be continued to June 2 meeting.

Unfinished Business:**Bylaw Committee Report:** Sharon Howard

Sharon provided an historical perspective on the evolution of past amendment changes. Sharon noted the biggest “lesson learned” during the process was what should be in the by laws, and conversely, what doesn't need to be in the by laws:

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Examples were: Committee Identification; The by laws should address the inner structure of the Board; The announcement of annual meeting to the membership.

Proposed revisions April , 2010

(Note: these will be formatted to look good, plus the bottom line will have the date of adoption and date of review/revision) Wording eliminated will be in ~~green~~ with strikethrough. New wording will be in red. **Notes highlighted in yellow.**) The proposed new text, sans colored ink, is in black below each. The Board discussed and approved the following By Laws amendments **to be put forth to the general membership for final approval:**

1.2 Principal Office

The principal office of the Foundation is located in Kitsap County, State of Washington.
Address: ~~614 Division St. MS 16, Port Orchard, WA 98366~~ **Norm Dicks Government Center, 345 6th Street, Bremerton, Wa. 98337-1874**

1.2 Principal Office

**The principal off ice of the Foundation is located in Kitsap County, State of Washington.
Address: Norm Dicks Government Center, 345 6th Street, Bremerton, WA. 98337-1874**

1.2 Approved as amended

3.1.2 Associate Member: Any individual or organization ~~who supports~~ **supporting** the purposes of this Foundation, upon payment of dues, will be considered a non-voting member in good standing.

3.1.2 Associate Member: Any individual or organization supporting the purposes of this Foundation, upon payment of dues, will be considered a non-voting member in good standing.

3.1.2 Approved as amended

3.2 Dues

Dues will be determined by the Board subject to approval by the membership. ~~Annual membership dues are payable no later than January 1, the beginning of the Foundation's fiscal year.~~ **Membership dues for Associate Members are to be submitted annually with the Associate Membership Application or Renewal form.**

3.2 Dues

**Dues will be determined by the Board subject to approval by the membership.
Membership dues for Associate Members are to be submitted annually with the Associate Membership Application or Renewal form.**

3.2 Approved as amended

3.4 Place of Meeting

~~All meetings of members will be held at the principal office of the Foundation or at such other place or places as may be designated from time to time by the Board of Directors or by the~~

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~~President of the Board.~~ All meetings of members will be held at locations designated by the Board of Directors or by the President of the Board.

3.4 Place of Meeting

All meetings of members will be held at locations designated by the Board of Directors or by the President of the Board.

3.4 Approved as amended

3.5 Annual Meeting

An annual meeting of members and Directors will be held on the third Wednesday of September each year at 1:00 P.M. ~~If the day fixed for the meeting falls on a legal holiday, such meeting will be held at the same hour and place on the next business day. If the annual meeting is not held on the date designated therefore, the Board will cause the meeting to be held as soon thereafter as may be convenient.~~ If the annual meeting is not held on the date designated, the Board will set the meeting to be held as soon as possible. Notice of any change will be sent to all members.

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An annual meeting of members and Directors will be held on the third Wednesday of September each year at 1:00 P.M. If the annual meeting is not held on the date designated, the Board will set the meeting to be held as soon as possible. Notice of any change will be sent to all members.

3.5 Approved as Amended

3.7 Notice of Meetings

Notice of regular Board meetings will be posted on the Foundation web site.

Notice of meetings requiring membership voting stating the place, day and hour of the meeting and, in the case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than ten (10) nor more than thirty (30) days before the date of the meeting, either personally or by mail or e-mail, by or at the direction of the President, or the Secretary, or the persons calling the meeting, to each member entitled to vote at such meeting. If mailed, such notice will be deemed to be delivered when deposited in the United States mail addressed to the member at his or her address as it appears on the records of the Foundation, with postage prepaid.

Personal notification includes notification by telephone, fax or e-mail and will state the place, date and time of the meeting and the matters to be acted upon at the meeting. ~~In the case of telephone answering machine, fax or e-mail notification, the member to be contacted will acknowledge personal receipt of the notice by a return message or telephone call within forty-eight hours.~~

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If mailed, such notice will be deemed to be delivered when deposited in the United States mail addressed to the member at his or her address as it appears on the records of the Foundation, with postage prepaid.

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Mary-Cathern Edwards, Acting Secretary

Personal notification includes notification by telephone, fax or e-mail and will state the place, date and time of the meeting and the matters to be acted upon at the meeting.

3.7 Approved as Amended

4.2.2 It will be the duty of the Directors to perform all other duties imposed on them collectively or individually by these Bylaws and **the** Foundation policies. ~~(Foundation Policies will be attached when completed)~~

4.2.2 It will be the duty of the Directors to perform all other duties imposed on them collectively or individually by these Bylaws and the Foundation policies.

4.2 Approved as amended

4.5.3 No Director **at Large** or Officer, elected by the members, will serve more than 2 consecutive terms in his or her position.

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4.5.3 Approved as amended

ARTICLE 6 COMMITTEES

(Note: change all "Chairpersons" to read "Chairs")

6.1 **Standing Committees:** The President, with the approval of the Board, will appoint chair~~persons~~ of standing committees who in turn, may select their own committee members with recommendations and suggestions from the Board.

Term of service will be for one year or until their successors are appointed. Chair~~persons~~ may serve no more than two consecutive years.

Committee chair~~persons~~ will provide copies of committee meeting minutes to the Board Secretary.

Committee chair~~persons~~ will furnish the Board with a written or oral report at the Annual meeting and whenever requested by the Board.

->The Board agreed to strike "Chairs may serve no more than two years"

6.1 Standing Committees: The President, with the approval of the Board, will appoint chair of standing committees who in turn, may select their own committee members with recommendations and suggestions from the Board.

Term of service will be for one year or until their successors are appointed. Committee chair will provide copies of committee meeting minutes to the Board Secretary.

Committee chair will furnish the Board with a written or oral report at the Annual meeting and whenever requested by the Board.

6.1 Approved as amended

6.2 **Special Committees:** The President, with the approval of the Board, may appoint chair~~persons~~ of special committees who in turn, may select their own committee members with recommendations and suggestions from the Board.

Term of service will be determined by the length of their assignment.

The special committee chair~~person~~ will present a report at a Board meeting as soon as the assignment is completed or when requested by the Board.

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6.2 Special Committees: The President, with the approval of the Board, may appoint chair of special committees who in turn, may select their own committee members with recommendations and suggestions from the Board.

Term of service will be determined by the length of their assignment.

The special committee chair will present a report at a Board meeting as soon as the assignment is completed or when requested by the Board.

6.2 Approved as amended

7.8 Registered Agent

~~A Washington State University Extension Kitsap County representative~~ **MGFKC Treasurer** will act as the Registered Agent for this Foundation. The Registered Agent shall accomplish the Consent of Appointment as Registered Agent Form upon assumption of this office.

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7.8 Approved as amended

Footer for each page:

~~The foregoing Bylaws were adopted by the voting membership on~~

_____, _____,

_____, _____

~~Secretary~~

~~Footer for each page~~

~~Adopted: 2005~~

~~2010~~

Reviewed/amended ___/___/

Footer: Approved as Amended

3.1.1 Voting Member: Any ~~currently current certified~~ Washington State University Master Gardener, ~~upon payment of dues,~~ will be considered a voting member in good standing. **Per UDHR 20:2 you must declare your intent to join. A member will remain a voting member as long as he/she completes annual Master Gardener qualification requirements. A member who no longer meets the annual qualification requirements will be dropped from voting member status and may request membership as a non-voting Associate Member. Any member may discontinue membership at any time. A membership form must be on file no later than May 15th to be eligible to seek office or vote in the next election.**

3.1.1 Voting Member: Any current Washington State University Master Gardener will be considered a voting member in good standing. Per UDHR 20:2 you must declare your intent to join. A member will remain a voting member as long as he/she completes annual Master Gardener qualification requirements. A member who no longer meets the annual qualification requirements will be dropped from voting member status and may request membership as a non-voting Associate Member. Any member may discontinue membership at any time. A membership form must be on file no later than May 15th to be eligible to seek office or vote in the next election.

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The Board approved the following change:

3.1.1 Voting Member: Any certified Washington State University Kitsap County Master Gardener will be considered a voting member in good standing, provided such person has applied for and been accepted as a member of the Foundation. A member will remain a voting member as long as he/she completes annual Master Gardener qualification requirements.

Approved as Amended

3.1.3 Honorary Member: The Board will recognize the current Kitsap County Extension Director and the current Kitsap County Master Gardener Program Director to be Honorary Members without the right to vote and with dues waived. Other members who have rendered notable service may be recognized by the Board by majority vote as Honorary Members without the right to vote and with dues waived.

3.1.3 Honorary Member: The Board will recognize the current Kitsap County Extension Director and the current Kitsap County Master Gardener Program Director to be Honorary Members without the right to vote and with dues waived. Other members who have rendered notable service may be recognized by the Board by majority vote as Honorary Members without the right to vote and with dues waived.

Approved as Amended

4.3.2 The Master Gardener Program Director of the WSU Extension Office of Kitsap County may serve as advisor to the Foundation Board of Directors.

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The Board approved the following change:

4.3.2 The Board shall provide opportunities for the WSU Horticulture Coordinator to participate in an advisory and/or requesting capacity to the Board.

Approved as Amended

~~6.4.3 Ways and Means Committee~~

~~The Ways and Means Committee will be responsible for planning and executing fund-raising events.~~

The Board approved the following change with a vote of five in favor and one abstention:

6.4.3 Resource Development Committee: The Resource Development Committee will be responsible for exploring and recommending strategies for obtaining gifts, donations, grants, funds and other resources.

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By laws change discussion: The changes as approved will be sent to the membership for notification and voting utilizing our Constant Contact e-mail delivery system. Hard copies will be mailed to those without e-mail addresses.

Kingston Crossing Massage Fundraiser: Roland Malan
Tabled until the next meeting, June 2, 2010.

Meeting was adjourned at 3:20 PM

Master Gardener Foundation
May 5, 2010
Mary-Cathern Edwards, Acting Secretary