

Ozaukee Master Gardeners Executive Board Meeting
February 8, 2016, 6:45 p.m.
Ozaukee County Administration Center, Port Washington, WI.

Present: Jerry Nelson, Jim Layton, Erin Schanen, Cindy Behlen, Joy Schultz, Mary Ingles, Marion Kanack.

Absent: Kay Krier, Mary Reilly-Kliss, Candy Witt and Education Committee Rep. Janet Silverman. Pat Moreland attended as part of transition to Joy Schultz as the new treasurer. Note that Mary Ingles took minutes in Secretary Kay Krier's absence.

President Elect Jim Layton called the meeting to order at 6:55 p.m.

Minutes: (Mary Ingles for Kay Krier) The minutes of the January 11, 2016, executive board meeting were unanimously approved as amended. (Correct date of the meeting was January 11, 2016, and the correct spelling of Marion Kanack's name)

Treasurer's Report: (Pat Moreland and Joy Schultz) Report was unanimously approved.

Project Committee Report: (Cindy Behlen). No report.

Operations Committee: (Erin Schanen) About 75 members attended the Annual Meeting on January 28, 2016. The Membership Committee was very happy with the large turnout.

Old Business:

- A. Scholarship (Erin) Erin will send a pdf of the form to De Murr to place it on the website and she will notify schools that it is there. We have received very few applications for the scholarship in the past, and none that have met the requirements.
- B. Form 990 (Pat and Joy) Pat completed the form and it is ready for Mary Reilly-Kliss to sign. It is due May 15, 2016. It needs to be saved in our permanent records. Other financial records also need to be saved permanently, and Pat has given them to Claudia and talked to her about them. The Board will need to discuss who will do the 2015 audit. Joy has done this in the past, but as incoming Treasurer, it is not appropriate for her to do it for 2015.
- C. Bank signature (Pat and Joy) Joy said that we need an additional authorized signature if Joy is not available. Pat, Joy and Jim will go to Newburg State Bank and BMO Harris to change the authorized signatures so that both Jim and Joy will be able to sign.
- D. Charge Card machines (Pat) We were charged some fees that Pat did not feel were appropriate, and Pat has taken care of having them refunded. Pat also said that all three machines needed another update. Joy is now authorized for them.
- E. Level 1 training (Jerry) Last month the Board approved moving forward with the Fall 2016 Training Program. However, because we don't have a UW-Extension educator, we needed to contact Mike Maddox for formal approval to proceed. Jerry, Susie Granzow, Mary Reilly-Kliss and some members of the Education Committee participated in a conference call with Mike Maddox. Jerry said that he didn't sense that Mike is trying to grab control of our training program, which was one of his concerns before the call. Jerry said that we would not be able to do our training in exactly the same way that we've done it in the past, but the Board discussed the possibility that we might be able to work with it, blending what we've done before with the state requirements. In addition, Marion has been checking into mentorship programs at other Master Gardener programs in the state, and suggested that we might be able to include mentoring with the training. Erin pointed out that she had heard that no state or county funding is available for replacing Dan O'Neil in the near future, and the Board discussed concerns that training could be delayed indefinitely unless we use the state program. Jerry has been talking to Lou Hefle, the chairman of the Education Committee, and the com-

mittee will meet to discuss the training program and how to proceed. As Board members, Jerry, Cindy, Marion and Jim will attend the March 3 meeting of the Education Committee.

New Business:

A. Executive Board Meeting Schedule. The March 14, 2016, Executive Board meeting needed to be changed because of a conflict with the Plant Sale committee meeting at 6:30 that evening. It was decided that the Executive Board would still meet on March 14, but at 7:30 p.m. rather than its usual meeting time of 6:45 p.m. Other dates will remain the same and the Board will continue to meet at 6:45 on those dates: April 11, May 9 (only if necessary), August 8 (only if necessary), September 12, October 10, November 14 and December 12. The Board will not meet in June and July.

B. Non-scheduled items

- a.** It was decided that the minutes from the January 28, 2016, Annual Meeting would be reviewed and approved at the February 25 General Membership meeting, rather than waiting until the next Annual Meeting in January 2017. The minutes from the October general membership meeting will also be reviewed and approved at the February meeting, since they were not reviewed and approved at the Annual Meeting. Secretary Kay Krier will submit both sets of minutes to the membership before the meeting.
- b. By-laws were distributed** to be reviewed by Executive Board members before our March meeting, where they will be discussed.

Meeting was adjourned at 8:05 p.m.

The next Board meeting will be March 14 at 7:30 p.m. at the Administration Bldg. in Port Washington. Jim Layton will send an agenda in advance and request a reply of those attending to ensure a quorum. (NOTE the change in time for this meeting because of the conflict with the Plant Sale meeting. In the future, meetings will be held at the usual time of 6:45 p.m.)

Respectfully submitted by Mary Ingles in the absence of Secretary Kay Krier