

Ozaukee Master Gardeners Executive Board Meeting
March 14, 2016, 7:30 p.m.
Ozaukee County Administration Center, Port Washington, WI.

Present: Jerry Nelson, Jim Layton, Erin Schanen, Kay Krier, Mary Reilly-Kliss, Cindy Behlen, Joy Schultz, Mary Ingles, and Education Committee Rep. Janet Silverman.

Absent: Candy Witt

President Jim Layton called the meeting to order at 7:30 p.m.

Minutes: The minutes of the February 8, 2016, executive board meeting, as taken by Mary Ingles in Kay Krier's absence, were unanimously approved.

Treasurer's Report: (Joy Schulz) There was some discussion about the Hales Trail Garden account, the negative income in the workshop's account, and issues with our fees at BMO Bank. There was a request to begin looking for another bank. After incorrect billing issues, we did receive credit for the terminals used in the plant sale. Joy's report was unanimously approved. She did ask that requests for reimbursement or payment of bills be sent to her by Wednesday. Since her day off is Friday, she will pay them then. You could include the request to look for another bank so the idea is recorded.

Project Committee Report: Cindy Behlen had nothing new to report.

Operations Committee: (Erin Schanen) Nothing new to report beyond the report given at the general membership meeting.

Old Business:

- A. Scholarship (Erin) The scholarship form for high school and college students seeking a degree in something related to horticulture is ready other than an email address. The address that has been used in the past: mastergardener@co.ozaukee.wi.us is used by the Yard and Garden Line. Mary R-K also pointed out that if we had a G-mail account we would also have access to Google Storage. The board agreed to that dedicated general email account for the organization to be checked by the president and a handful of others on the board would be a good idea.
- B. Form 990 (Joy) The form is finished and has been turned in. Joy did last year's audit but since she is now the treasurer, it would not be appropriate for her to do it this year. Jerry volunteered to do it.
- C. Jim and Joy will go to the bank and change the bank signature so that Joy may transact business and Jim will be the backup in her absence.
- D. Level 1 training—Jerry reported that the Education Committee would like a separate Level 1 training committee created. They have determined that there is enough interest in a class. Janet Silvermann reported about the possibilities, difficulties, and issues in creating the class. Without a county agent it is a lot more difficult .
Level 2 training deals with landscaping. The first project is graded by a UW Professor.
A pre-session meeting is recommended to explain volunteering and what is involved. This reduces the dropout rate.
A question was raised about who has access to the videos from the classes. Mike Maddox's approval and a Google + account is needed. It has a discussion component.

E. By-laws review—Jim reported that a review of the by-laws was done. Everything seems to be ok.

New Business

- A. Newsletter updates—Roseann was not present
- B. Mentorship Program—Marion was not present.

Nonscheduled Business

- A. Portal Industries Request—Portal Industries is a not-for-profit, 501c3 agency that has been serving adult citizens with developmental disabilities. They would like to start a gardening class and are looking for help. They are requesting donations for seeds and money for guest speakers. After a discussion it was decided we could donate plants after the plant sale. We need monetary requests before we create our budget. Jerry will send a letter to them.
- B. Request from a nonmember to earn volunteer hours before she takes the training. Mary Reilly-Kliss will bring it up to the general membership. Right now hours can only be accumulated during the calendar year in which the class was taken.
- C. Jerry wondered if Washington County and Ozaukee County could share a County Agent. We definitely need one.
- D. Erin brought up 3 issues:
 - a. What's the status of Dan's tree. Jerry reported that he has been in touch with Pioneer Village and the tree is due to be planted soon. They are waiting for a check from Jerry.
 - b. I asked if Jerry had a chance to reach out to people who took the class last time but never turned in any volunteer hours. Jerry reported that he had only heard from one person who said the drive was too long from Mequon.
 - c. Our logo is made up of 7 colors which can get expensive when we order magnets for the fair, printing, and other items. Mary R-K suggested that the Extension logo probably needs to be included, so we would have to use at least blue and black. Erin said she would forward more information to the board to attempt to come up with criteria for new logo. She offered to make a collage of the logos from other Master Gardener groups. We could also ask members to submit their designs.

Meeting was adjourned at 9:05 p.m.

The next Board meeting will be April 11th at 6:45 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.

Respectfully submitted by Secretary Kay Krier