

Benton County Master Gardener Association
Board Meeting – October 5, 2020
Virtual Meeting
9:00 am – 10:00 am

In attendance: ☒ Bob Smythe ☒ Rich Taylor ☒ Deborah Hobbs ☒ Linda Steppan
☒ David Dowrie ☒ Nancy Tovar ☒ David Mandel ☒ Deb Kern ☒ Paula Lupcho
☒ Diana Allen ☒ Debbie Wray ☐ Dale Collins ☐ Jana Tindall ☒ Marge Alig
☒ Alan Taylor ☒ Brooke Edmunds ☒ Elizabeth Records

Guests: KJ Lee

President Nancy Tovar called the meeting to order at 9:12 am

Welcome and Gardening Moment All

- Rich anxiously waiting for tree to be removed that came down last month.
- David Mandel has been working on hardscaping in this yard.

Adopt Minutes of previous meeting

- Reviewed September minutes – corrected spelling Pat Werner’s name.
 - ☐ It was moved, seconded, and passed unanimously to approve the minutes from the September 2020 board meeting.

Extension Report

Brooke Edmunds and Elizabeth Records

- 1) All-Volunteer Zoom
 - a. View recording of September meeting here:
https://media.oregonstate.edu/media/t/1_nbzj8b92
 - b. Next All-Volunteer meeting is scheduled for Oct 22, 2020 06:00 PM.
 - RSVP: <https://beav.es/omX>
 - Last All-Volunteer Zoom until January.
 - Several participants requested an earlier time. Since nearly 20 people already signed up for this time, we chose not to change it but instead to adjust the time on future events.
- 2) Master Gardener Week and activities – Statewide Effort
 - a. Short Zoom award ceremony with local recognition for service and adaptive programming?
 - b. Film festival and associated online events
 - c. Other ways to show appreciation?
- 3) Annual paperwork updates
 - a. What it takes to be an active MG in 2021
 - i. Continuing MG category – just log hours
 - ii. Certified MG changes – no requirement for CE or volunteer hours (certification will carry over)
- 4) Reminder to membership secretary that they oversee hours bars and directories
 - a. ER will send them service totals for the year early in November

- 5) Thanks for participating in Elevated Training survey
- 6) Trouble completing service and/or CE?
- 7) Soil testing request from Paula – she'd like to meet trainee in office to review testing procedure. Elizabeth clarified that she is currently handling all soil testing requests.

Officer Reports

Treasurer's Report

Marge Alig

- 1) Financials
- 2) 2021 Budget—Reminder: Board and Chairs submit proposed budgets by October 31. Finance Committee members will meet in November.
- 3) Membership dues collection choices—Check mailed to Treasurer (\$.55 stamp) OR via credit card using Square Online Checkout link on BCMGA website (\$.75 fee per dues payment).

Vice President

Alan Taylor

- 1) Virtual Garden Tour is "Bountiful Harvest" – photo submission deadline is extended to Oct. 16.
- 2) Program for Oct. membership meeting
 - a. Plant virus presentation by Jay Pscheidt
 - b. Vote on slate of BCMGA Board nominees using Google Forms – *Deb Kern to set up.*

Membership Secretary

Deborah Hobbs

- 1) Service bars – some members have expressed that they don't like the service bars. Deborah suggested we could poll the membership.

OMGA Rep

Rich Taylor

- 1) OMGA survey results
 - a. 15 chapters responded to the survey – *results attached to these minutes*
- 2) Mini College 2021 planning
 - a. Decision to hold entire conference virtually July 14-15
- 3) Decision to cancel IIG and Gearing up for Gardening 2021.
- 4) Blog page on website including Board meeting highlights.

President

Nancy Tovar

- 1) Vote to fund scholarship for KJ Lee to attend (letter attached)
 - Approximate cost is \$780
 - ☐ It was moved, seconded, and passed to approve the scholarship request by KJ Lee to attend the Royal Botanical/Kew Gardens/Millennial Seed Bank program. Board member Alan Taylor voted no, and Deborah Hobbs abstained from the vote.

- 2) Contribute to MG fire victims – Four lost homes.
 - Rich Taylor to follow up with OMGA to see if a fund has been set up for fire victims.
- 3) Any update/ discussion on Zoom Pro purchase? David Mandel will make the purchase in the next few days and request reimbursement.
- 4) The December BCMGA meeting has been changed to Dec. 14th, from 10-12:00.
- 5) Communications Committee
 - a. Updating the OSU templates resource folder
 - b. “Actions” document updated as a benchmark for our progress.
- 6) Discussion on Monthly Board Highlights and possible move of E-News to a twice a month publication. No changes to E-News for the rest of this year.
- 7) Suggestion to include the “Roles and Responsibilities” document in the annual signed paperwork and trainee materials. Brooke recommended that the Board review the document for updates and review at the November meeting.
- 8) Zoom Membership meeting/vote on Oct. 19th.

Good of the Association

All

The meeting was adjourned at 11:09 am.

Attachments:

Notes from OMGA Meeting
September Financial Summary

Next BCMGA Zoom Board meeting is scheduled for Monday November 2nd at 9:00 am.

**OMGA Rep. - Rich Taylor
BCMGA October 4, 2020 Board Meeting**

- **OMGA survey results – Response by 15 Chapters:**

Is your Extension Office open?

3 No; 10 Yes; 2 Yes but not open to MGs

Is your Plant Clinic open? What are your protocols?

12 No, but operating remotely; 1 No; 2 yes, using OSU recommended protocols.

Are you having Chapter meetings? What is the format? Zoom, conference call, outside face to face?

1 Yes face to face outside; 12 yes via Zoom; 1 yes via Zoom but board only; 1 not meeting

Are you able to work in your Demonstration Gardens and greenhouses? What are your protocols?

13 yes, using OSU protocols; 2 No

Have you modified your “pay-back” hour requirements for your new class of 2020? What are your modifications like?

9 deferred to next year; 6 reduced

Are you making plans for 2021 new class? Reduced size? On-line?

6 Yes, online; 2 Yes in person (one reduced class size); 7 no new class for 2021, concentrating on offering recertification training and the 2020 class.

- **Mini College 2021 planning –**

- The planning committee for Mini College 2021 has concluded that the conference will be entirely virtual. The classes and workshops will be held July 14-15, 2021. Each day will consist of a keynote speaker and five concurrent sessions. Each day a participant could attend the keynote address and one of the five sessions.
- Thirteen of the scheduled speakers have already agreed to do virtual presentations. The other eight have yet to commit.
- Virtual workshops are being planned with a “Flipped Learning” format. Workshop participants would have reading homework, watch a video, and complete an assignment. During the workshop, they would share their assignment results with the other participants. Potential workshop topics are Insect Identification, Designing a Pollinator Landscape, Hydroponic Gardening, and Weed Identification.
- A total of 10 Zoom licenses will be required. Moderator training will be provided.
- Registration cost of the conference is currently estimated to be \$49 per person.

- **Decision to cancel IIG and GU for 2021 –**

- The Insights Into Gardening committee chairs have decided to not organize the conference for 2021 while we are dealing with the pandemic. Instead, they hope to

work on providing resources for alternative learning opportunities for Master Gardeners. Lynn Trimpe mentioned during our last meeting that Janet Magedanz would not be organizing Gearing Up for Gardening in 2021 as well.

- **Blog page on website –**

- A blog has been added to the website. Our current president Nancy is publishing a summary of the monthly Board Meetings there.
- I am working on creating a member sign-in capability so that others can contribute to the blog.
- I'm also learning to create blog categories, so that different topics could be covered, such as recipes.

BCMGA Monthly Financial Summary for September - FY 2020		Revised Nov 2, 2020		
<i>Cumulative revenues and expenses January 1, 2020 through end of month</i>		2020 Budget	Budgeted Funds	Prior
			Remaining	Month
	12/31/2019			12/31/2019
Beginning Checkbook Balance at start of FY	53,674.71			53,674.71
Revenue (Year to date)				
Dues	256.00			256.00
Insights	16,898.82			16,898.82
Plant Sale	23,757.15			23,757.15
Cash Box Change	450.00			450.00
Sales / Refunds / Grants / Donations / Awards	1,600.00			1,000.00
Checking Account Dividend	47.59			42.67
Total Revenue to date	43,009.56			42,404.64
Expenses (Year to date)				
Insights	8,359.64	8,995.00	635.36	8,359.64
Plant Sale	2,208.66	11,535.00	9,326.34	2,116.66
OMGA dues	1,036.00	1,270.00	234.00	1,036.00
Cash Box Change: Fundraisers	400.00	2,000.00	1,600.00	400.00
BOD / General / Committee	3,113.65	9,270.00	6,156.35	3,005.65
Education & Other Services	453.00	8,265.00	7,812.00	453.00
Gardens	1,066.84	2,625.00	1,558.16	1,066.84
Youth Services	0.00	985.00	985.00	0.00
Restricted Funds	370.07	1,600.00	1,229.93	220.07
Cap Funds	0.00	2,280.94	2,280.94	0.00
Allocations/Donations	0.00	3,050.00	3,050.00	0.00
Total Expenses to date (incl. budgeted & restricted)	17,007.86	51,875.94	34,868.08	16,657.86
Net Income: Total Revenue minus Total Expenses	26,001.70			25,746.78
Transfer--First Tech CU to First Internet Bank (CD #4) June 17, 2020	-20,000.00			-20,000.00
Checkbook Balance - end of month	59,676.41			59,421.49
Minus Capital Funds remaining in checking account	2,280.94			2,280.94
Cash in checking acct. available to BCMGA	57,395.47			57,140.55
OTHER ACCOUNTS				
First Internet Bank of Indiana				
CD 1--Greenhouse Cap Fund: 1.8715 APY (11/19/20)	36,366.57			36,311.36
CD 2--Greenhouse Cap Fund: 1.464% APY (5/1/21)	20,676.02			20,651.41
CD 3--Greenhouse Cap Fund: 1.007% APY (7/8/21)	30,874.32			30,848.96
Subtotal Greenhouse Cap Fund CDs	87,916.91			87,811.73
CD 4 (Not Cap Fund) -- 1.18% APY (6/16/21)	20,068.61			20,049.17
First Tech Federal CU Savings Account	5.00			5.00
Total All Other Accounts	107,990.52			107,865.90