A pre-meeting work session on Marketing/Branding and Yachats Demonstration Garden Project was held prior to the Board meeting.

LINCOLN COUNTY MASTER GARDENER ASSOCIATION
April 6, 2009
Board of Directors meeting

Board Members Present: Charles Dallas, Rick Anderson, Mark Dixon, Anne Irving, Pam McElroy, Janet Anderson, Sally Noack, Bill Hutmacher, and Diana Pinto.


CALL TO ORDER: The meeting was called to order by Charles Dallas at 10:25 a.m.

MINUTES: Motion to approve the minutes of March 2, 2009 as corrected was made by Mark Dixon, seconded and approved.

TREASURER’S REPORT: Anne Irving reviewed the Treasurer’s Report. It included 2009 income to date of $1848 and expenses of $2249. Total amount on hand is $12,024 (including CD, checking and savings accounts). She also noted that the quarterly itemized reports will become monthly itemized reports in the future.

ANNOUNCEMENTS AND COMMITTEE REPORTS

Correspondence: There was no correspondence received.

LCMGA Newsletter: Mark Dixon reviewed newsletter status. An issue of font incompatibility has arisen on front page articles in the newsletter, and a problem with the OMGA report info, but both are being addressed. A request was made to put full names in the newsletter in articles. Charles Dallas showed the latest Connie Hansen Garden newsletter which had 2/3 page of Master Gardener news.

Upcoming LCMGA Programs: Rick Anderson reviewed upcoming workshops, field trips and general meetings. The next General Membership meeting is scheduled for April 21 at Seal Rock Garden Club (Plant ID presentation by Betty Bahn), followed by a tour of the Gerdemann Garden in Yachats. A field trip to Thompson’s Rhododendron Nursery in Waldport is scheduled for April 27.

OLD BUSINESS

2009 MG Class: Liz Olsen reviewed progress of current apprentices. Three are working in the Yachats Demo Garden, and they are getting in their office hours. Sam Angima noted that the final exam got excellent reviews.

NEW BUSINESS

Master Gardener Week Proclamation: Charles Dallas reported that a Master Gardener Week proclamation was needed from the County Commissioners. He suggested that we schedule open gardens again this year. Sam Angima added that last year all of the Community Gardens were open during the Master Gardener Week. Charles suggested the second week in July for our MG week. Sam will contact the Commissioners. Liz Olsen also reminded the Board of the brochure with maps of the opens gardens, dates, etc. This will need to be updated for this year’s open gardens.

Audit Recommendations: Anne Irving reviewed recommendations from the 2008 Audit Report.

Cash Reserve: The first recommendation from the Audit Committee was to set up a cash reserve of approximately one year’s operating expenses. There is no state requirement to do this, but if revenues fell
short, we would have some reserves. She suggested that we adopt a policy that such a reserve be established, and as funds become available, they be moved into a separate fund category.

A motion to designate the current CD (approximately $3200) as the cash reserve was made by Pam McElroy, seconded by Sally Noack. An amendment to the motion was made by Anne Irving, seconded by Mark Dixon to adopt a policy of developing cash reserves of 75% of annual operating budget and that existing CD amount be the initial deposit. The motion passed unanimously.

**Insurance review:** Charles Dallas will contact David Moffitt regarding liability insurance coverage information. Anne Irving requested notification of any insurance policy changes.

**Offsite Date Storage:** Anne Irving said this has been done. Data has been stored on separate flash drives and in two secure OSU offsite storage sites.

Anne said she is continuing to work on the remainder of the Audit Report recommendations, and will review requirements for required detail level of in-Kind Contributions report.

**Grant Writing Team:** Charles Dallas said Lincoln County has received a $200,000 allocation from video lottery funds for community projects/economic development. He would like to see a brochure by the Master Gardeners and garden clubs throughout the county. Sam Angima suggested a grant writing team be formed that would compile “boilerplate” information for grant applications. Diana Pinto and Liz Olsen volunteered to work on this.

**Marketing/Branding:** Anne Schatz requested Board approval for several items from the Marketing/Branding Committee. As outlined in the work session presentation, she asked for approval for various steps in the process toward a Master Gardener logo. A motion to authorize a contest for a Master Gardener logo was made by Sally Noack, seconded by Rick Anderson, and approved unanimously. A motion to appropriate up to $150 for prizes from a local garden center to be awarded for the winning logo and the winning tag line was made by Sally Noack, seconded by Janet Anderson, and approved unanimously.

**Service Request:** Mark Dixon reviewed a request from Big Creek Point living complex for disabled/handicapped citizens. They are requesting information on which plants would be most appropriate for balcony/patio gardens there. Rick and Janet Anderson volunteered to head up this project. Sally Noack urged them to use the process which is already in place. Liz Olsen reviewed the process. The OSU Extension Agent and the LCMGA President review the completed service request and present to the Board those which they deem foster our MG mission; an MG coordinator/liaison must be identified for final Board project approval.

**Lincoln City Community Gardens:** Charles received a list from JoDana Bright-Taylor of the five gardens in North County and the individual needs for each garden. She is requesting funds for three two-bin composters at the Lincoln City community gardens. Janet Anderson will contact JoDana for specific details of the request. A motion to authorize up to $257 for each of the four remaining community gardens (Yaquina Bay Lighthouse Garden, Lincoln City-21st Street Garden, 12th Street Community Garden, and Food Share Garden) [Waldport Community Garden has received their portion from the Presbytery Grant funds] was made by Rick Anderson, seconded by Mark Dixon, and passed unanimously. If any of the gardens relinquished these funds, they could be reallocated to other gardens that support alleviating hunger in our local community upon Board approval. Charles and Sam can authorize reimbursements from the Presbytery grant funds.

**Yachats Demonstration Garden Request for Funds:** Sam Angima requested funds in the amount of $2200 for the Yachats Demo Garden to fence the property, prepare area for planting, put in raised beds and signage. Anne Irving noted that the budgeted amount for this garden was $400 for the water connection fee. A motion to appropriate funds up to $2200 for the demonstration garden in Yachats was made by Mark Dixon, seconded by Diana Pinto. The amount was amended to $1200, and approved.
Board discussion on demonstration gardens and community gardens will help clarify the purposes, similarities and differences in the different gardens. This item has been deferred to the May Board meeting.

**ADJOURNMENT**

The meeting adjourned at 11:50 a.m.

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Pam McElroy, Secretary
LCMGA