

**UC Master Gardeners of Nevada County**  
**Executive Board Meeting Minutes**  
**Mar 20, 2020      Started at 1 pm – ended at 2:30 pm**

Board Members present: Lisa Moody, Margaret Ervin, Jan Christofferson, Denise Ronalter, Connie Suddath, Stephanie Wagner, Alison Olsen, Dawn Bateman, Sylvia Wright. Also Kevin Marini

Board Members absent:

Members present:

Topic/Presenter	Purpose	Notes	Action
<p>President – Denise Ronalter</p>		<p>This emergency meeting of the Board is being held to discuss the impacts of the coronavirus / Covid-19 epidemic on our membership, public, events and finances. Denise has prepared slides.</p> <p>Kevin describes the university and county situation; Veterans Memorial Hall is now unconditionally closed to all, so that it is ready for use as a shelter if needed.</p> <p>Workshops: Discussion about having the full workshop presentation held online; Q&amp;As on specific topics (what to do in your garden now, e.g.)</p> <p>Board and General meetings: Use Zoom</p> <p>Hotline: Suggestion to continue being responsive using emails instead of phone-in. Kevin will change the voicemail message to say that we are still answering questions via the website form (not email).</p> <p>Radio show: KNCO offered to host Ginny in the studio but she declined. They may replay a previous program. Stephanie will discuss with her whether she could do the show by phone.</p> <p>Facebook: Our key connection during this time. The social media team might want to meet via Zoom to plan increased information.</p> <p>Hours (vol and CE): Kevin expects the deadlines and expectations to be flexible.</p> <p>Connie will notify Elks that we won't meet there through April</p> <p>We paid for the Vets space for Plant Sale presale; can we get a refund?</p>	

		<p>Work in the Demo Garden: Kevin will check and let membership know about closures</p> <p>We will meet again next week same time. Be ready to say to public what we're doing re public sales; Kevin is exploring alternatives</p>	
		<p>Alison Olsen presents a Financial Impact statement, with Options 1, 2, 3</p> <p><b>Plant Sale plants:</b></p> <p>Margaret:</p> <p style="padding-left: 40px;">Seeds started at early planting parties: Eggplant, peppers, greens, herbs, flowers, 15 varieties (of 45) tomatoes</p> <p style="padding-left: 40px;">Patricia did the flowers herself – 40-50 flats</p> <p style="padding-left: 40px;">Unplanted: squash, cucumbers, melons</p> <p style="padding-left: 40px;">Some grower kits distributed; still have more</p> <p style="padding-left: 40px;">This Sunday planting party will be done at hoop house, small group. Or should we not plant these?</p> <p style="padding-left: 40px;">Discussion: Sales to only MGs, drive-up pickup, Kevin will be the person charged with organizing and distributing – a <u>big</u> job – for safety reasons</p> <p>Kevin:</p> <ul style="list-style-type: none"><li>• Board's key charge right now is to decide what spending changes will be made – he recommends we stop spending now. If we did that, we would have spent about \$10,000 in FY 2019-20. Would need to make \$6,200 from this Plant Sale to break even on 2020 budget. Maybe do presale to Placer Co MGs and double the \$3300 we've made on presale to Nevada Co. If we stopped spending right now and didn't sell a single plant, we'd still have a substantial balance.</li><li>• Need to accept that, per UCANR directive effective through May 10, our May 9 Plant Sale in its usual form will not take place. He has been able to arrange for us to make deposits over time (instead of all at once, as it has been), which gives us flexibility.</li><li>• Should plant what we have but not spend more to grow more. Important that everyone understand that if plants</li></ul>	

are going to be distributed, Kevin has to be the responsible party (not one of the MGs)

**Garden Guide:**

Won't debut on May 9 at Plant Sale

Reduce first printing

Poll membership re whether they will buy

Kevin: Best to not print until after this fiscal year (ends June 30). Discuss with Sandy, but likely wait for a large launch event – hopefully, the fall Plant Sale.

Margaret will hold meetings with the Plant Sale and the Garden Guide teams to get their input

**Other:**

Kevin: only essential expenditures appear to be:

Remaining expenditures made already for PS and GG

Unexpected DG costs could arise

Suggests: tell membership to stop spending now, as we finalize plans for PS and GG.

Insurance? Premium is paid through June 30

Denise will send email to membership saying: Held Emer mtg re safety and financials; meetings to come with Plant Sale and Garden Guide committees, but Board requesting you halt all spending until further notice. Let Alison and Kevin know if you have any receipts. (Check-request materials are on the website.) Also continue submitting next-year budget requests (also on website).

**ended at 2:30 pm**