

**UC Master Gardeners of Nevada County**  
**Executive Board Meeting Minutes**  
**May 6, 2020      Started at 9:30 am – ended at 11:30 am**  
**Meeting held online via Zoom software**

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

Board Members absent: Connie Suddath

Members present: Don Asay, Rita & Bob Quade, Ann Wright, Melony Sword, Linda Ivie

Topic/Presenter	Purpose	Notes	Action
Welcome & Introductions  President –Denise Ronalter			
Secretary – Sylvia Wright	Approval of minutes	Minutes of previous meeting on April 1, 2020: motion to approve by Dawn, second by Margaret, passed	Approved
Treasurer’s Report – Alison Olsen	Review Budget vs Actual	<ul style="list-style-type: none"> <li>• Handout of Budget Update (thru April 30) was emailed to Board on May 1</li> <li>• Compressed all funds to one account, listed at top of page 1, balance beginning FY 2019-20 was \$34,000. With YTD income and expenses, our balance is \$26,869.86. So that is where we are starting for FY 2020-21.</li> <li>• Discussion of Budget Draft 1:               <ul style="list-style-type: none"> <li>○ Fall Plant Sale: Probably enough plants started to have inventory. Should consult Plant Sale Committee.</li> <li>○ Garden Guide: Will order 500 copies. Goal is break even. Revised sales number to 115 for retail sales (includes MGs) and 60 for wholesale.</li> <li>○ In a normal year, averaging the income over the past three yearly cycles (beginning in 2016 and ending in 2019), including Garden Guide Sales and Plant Sales, the average total income has been \$20,333.00</li> <li>○ This year's average total income is set at \$16,373.</li> <li>○ It's OK to have more expenses than income.</li> <li>○ Where is the expense for the new Hotline computer? Alison will follow up.</li> <li>○ Demo Garden budget \$7,616 will go forward as drafted, despite Covid impacts. Q: If we fall short, can't we use reserve funds? Kevin: Yes</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"> <li>○ Solar fan belongs in Demo Garden or Plant Sale budget? Alison: It's under capital improvements.</li> <li>● Board will have Budget Meeting on Wed May 20 9:30 a.m. <ul style="list-style-type: none"> <li>○ We'll discuss options: Keep budget as is, change as needed as year progresses? Reduce now overall by a set percent? Establish timelines and adjustments?</li> <li>○ Kevin asks Alison to send all Facilitators the current expense &amp; income numbers, and the difference, and ask them to suggest reductions in prep for that meeting</li> </ul> </li> </ul>	
Vice President – Dawn Bateman		<ul style="list-style-type: none"> <li>● General meeting programs: <ul style="list-style-type: none"> <li>○ May speaker will be Chrissy Freeman, Rita Quade and Darlene Ward</li> <li>○ June may be landscaping design with Lyn Muth</li> <li>○ Getting lots of good ideas from MGs to give their planned public workshops to the members.</li> </ul> </li> </ul>	
Facilitators' reports Administration – Jan Christofferson	Status reports	Jan says she is happily caring for plants in Hoop House and they are growing like mad. Plant Sale pullers will need to be careful with intertwined plants. Denise will advise them.	
Public Information – Stephanie Wagner		<ul style="list-style-type: none"> <li>● Obviously not a lot of PR going on; Instagram and Facebook are staying active. Denise asks for a demo on how to use, view and post to IG and FB at a General Meeting.</li> </ul>	
Public Education – Connie Suddath		<ul style="list-style-type: none"> <li>● Absent</li> </ul>	
Demonstration Garden – Lisa Moody		<ul style="list-style-type: none"> <li>● Has been emailing updates to DG project leaders re continuing closure, irrigation schedules (including an online spreadsheet, which Denise asks to be posted on VMS).</li> <li>● Hardest thing right now has been that Nancy could not plant her tomatoes as usual, and that we may not have a Tomato Tasting.</li> <li>● Denise asks that Kevin send an email to the members re continued closure until May 31, which Kevin reiterates is not flexible.</li> </ul>	
Financial Resources – Margaret Ervin		<ul style="list-style-type: none"> <li>● Plant Sale: Will go down in history as Most Unusual Year. Co-chairs Patricia and Bonnie, with Denise, Mark and Kevin, have completed an amazing feat. Pullers and drivers. MGs bringing in sales from friends and family. Outstanding.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Garden Guide: Committee will meet before the May 20 budget meeting re plans; printing won't occur until new budget year after July 1.</li> </ul>	
Kevin's Report	Status	<ul style="list-style-type: none"> <li>• The uncertainty is the problem. Only sure thing is that we can't do regular activities until at least May 31.</li> <li>• On Monday, Nevada County decided to make the Grass Valley Veterans Hall the county's COVID-19 testing center, and ordered us to remove all we need from our office by 5 p.m. This is a huge impact for us. Garden Guide storage, Hotline resumption? When will testing end? He will include in email to members. Cindy Fake will meet w NC supervisors, will have more info after that. Maybe we move to NID space? Rood Center?</li> <li>• Lisa: continue to suggest on FB and IG that gardeners submit questions there; Kevin notes that the Hotline recording sends callers to FB and the MG website, and a lot of questions have been coming in.</li> <li>• 2021 Master Gardener volunteer trainings: Decision will be made at state level whether trainings move forward or not.</li> <li>• NID: Not received any complaints or concerns from them, so keep up the status quo with only a few people at the Demo Garden.</li> <li>• Statewide conference: no news; still scheduled</li> </ul>	
Old Business	Status of open items	<ul style="list-style-type: none"> <li>• Still working on posting job descriptions on VMS by June 30</li> <li>• Mark working hard on Plant Sale; will get to VMS, Facebook, Instagram later</li> <li>• Postponed indefinitely: Garden Guide rollout and County Fair sales; Pavilion/Hoop House electric/solar</li> <li>• Hoop House sign with credit to donors -- Margaret working on</li> <li>• Connie submitted the Search for Excellence entry on public workshops</li> <li>• Nominating Committee update -- Karen Seckington: Tart will do Member Support, Pamela Montgomery will do new Facilitator of Gardening Q&amp;A, Treasurer will be shared by Peggy Slyker and Cathy Southern. Dawn is returning as VP and Stephanie as Public Communication.</li> <li>• New Organizational Chart was approved by board vote of 47 'Yes' to 7 'Nos'.</li> <li>• Gardeners with Heart – Nominated by Kevin, Tart was recognized on FB</li> <li>• T&amp;E might add a literary section with stories and poems, and letters to the editor. Jan is T&amp;E Facilitator, and Kevin suggests she discuss new ideas with T&amp;E editor Claudia and make a proposal to the Board.</li> <li>• All Denise's requests for volunteer support for Plant Sale have received strong responses. Heartwarming.</li> </ul>	

		<ul style="list-style-type: none"><li>• General Meeting is next Wednesday, May 13.</li></ul>	
New Business		None  Adjourned	