



**Minutes
Board of Directors Meeting
August 4th, 2016
9:00 am – 12:00 pm**

**Room 108 in TJ Day Hall
Linfield College, McMinnville, Oregon**
Changes and/or Corrections are in Italics
APPROVED November 5, 2016

Welcome and Agenda Review

Marilyn Scheffler, OMGA President, welcomed everyone to Linfield College in McMinnville, Oregon. She announced that Gail Langellotto would give her report at the Saturday, August 6, 2016, Mini College General Session.

Signe Danler is revising the online Master Gardener Training course. She is videotaping short interviews with Master Gardeners about their experiences which may be included in the new course.

Approval of the Minutes.

Linda Coakley, Yamhill County Alternate Representative, moved to approve the minutes from the June 4, 2016 Board of Directors meeting. Diana Hardin, Central Oregon Representative seconded the motion and it passed unanimously.

Financial Reports

2016 Report as of July 31, 2016

Total Assets	\$99,806.09
• Restricted Funds	8,623.09
• Cash Reserves	27,275.98
• Non-Restricted Funds	63,275.02

Total income through July 31, 2016 \$25,529.79

Total expenses through July 31, 2016 21,789.81

Revenues and bills for Mini-College are still being received so these numbers will change in the next few weeks.

There are now 3,594 members including the trainees in the Oregon Master Gardener Association.

Several members asked Katherine to prepare a report that would compare the revenue and expenses to date with the previous year and also with the budget. Katherine explained that the year-end report which she distributes in November would have would include all the detail previously found in each quarterly financial report.

Katherine sends the report to all Representatives and Alternates. It is their responsibilities to distribute it to the other members of their chapters. Since some people are still experiencing problems receiving it due to the size of the document she was asked if she could break it into two sections. She will do this. She will also send an email to alert everyone that the financial statements are being sent.

Oral Reports

There were no requests for oral reports.

Leadership Forums

Dave Rugg, Past President, presented a survey that he would like each chapter to complete and return to help determine both the topics and the delivery method for the 2017 Leadership Forums. Possible topics include: Officer Development, Project Development, Business Planning, Building Teams, Marketing and Publicity and Other. Possible delivery methods include: discussion groups, expert panels, workshop/case studies, or a mix of lecture and another method. The final question asked if the topic should be repeated for different areas where the Board meetings are held or should there be a different topic at each Board meeting.

The Forum on August 4, 2016 begins at 1 p.m. in the Jonasson Room in Melrose Hall. The keynote speaker and panel facilitator is Alina Padilla-Miller, Ph.D. is speaking on Social Media, Content Creation and Communication.

Mini-College

Marcia Sherry, First Vice President, reviewed the events for each day. The Bookstore will be open on Friday, August 5, 2016. The Silent Auction opens at noon on Friday and will close at noon on Saturday. The banquet is Friday evening on the lawn behind Melrose Hall. Frank Messina's band will provide music during the social hour. The evaluation will be online and available sometime the week following Mini-College.

Gardener's Pen

The deadline for articles for the next issue is August 22, 2016. The theme is "Those Pesky Pests". The newsletter will be available in early September.

IMGC2017 Update

The decorating theme is “Bicycles and Roses” which represent two things popular in Portland. Chapters are asked to find a bicycle and decorate it not only with roses; but, also with items that represent activities and programs in which they are involved. Six chapters have already volunteered. More information is available on the OMGA website: <http://omga.org>.

The OMGA ad hoc committee is working on items that could be sold at the conference. They will have a report at the November meeting.

An e-newsletter of conference updates is being sent. Subscription information can be found at: <http://blogs.oregonstate.edu/2017imgc/>.

OMGA Website Update

Dave Rugg, Past President, reviewed the results of his survey about the OMGA website which was sent to the Chapter Representatives and Alternates. The most valuable areas included: Mini-College information and registration, information about the grants, awards, OMGA documents such as the Representatives Handbook, OMGA Policies and Procedures and Bylaws along with ways to communicate with other chapters, and access their websites. One reviewer noted that the type in some areas was small making it difficult to read.

2017 Budget

Katherine Johnson, Treasurer, reviewed the budget in detail. She explained that the shortfall of \$5,471 will be taken out of OMGA savings. She was asked about the profits from Mini-College. She explained that Mini-College is not expected to earn more than \$2,500 which is the amount usually required to secure the facility for the next Mini-College. The Silent Auction is a separate budget. The monies raised from this are used for the OMGA grants and scholarships. Linda Coakely, Alternate Representative from Yamhill County moved to accept the proposed budget. Sharon Frost, Lane County Representative seconded the motion and it passed unanimously.

Liability Insurance Update

The website for the Oregon Secretary of State, Corporate Division only lists the Oregon Master Gardener Association and not each of the county chapters. Chapters are finding that insurance companies, fair boards, banks, etc. want each chapter listed as a separate business. Marilyn Scheffler, President and Katherine Johnson, Treasurer met with a non-profit attorney who proposed a method to resolve this issue. They are waiting for his letter which will explain the steps they need to follow. In part it involves paying a registration fee of \$50 for each chapter every two years. OMGA will pay this for the chapters. There will not be an increase in dues.

Katherine was asked about the cost of the attorney. The first bill was \$250. There will be additional bills. The budget is \$1,000.

Additions to the OMGA Policies & Procedures

Two new policies were added. They are:

1.29 Any grant, scholarship or award such as the Extension Educator Grant, Karl Carlson Memorial fund, Marje Luce Search for Excellence, International Search for Excellence, Send-A-Friend Scholarship etc., funded in full or in part by OMGA must include the words “funded by Oregon Master Gardener Association in collaboration with Oregon State University” on letters, certificates, posters, signs etc. that are related to the grant, award or scholarship.

1.30 Recognition of the OMGA trademark must be included on all OMGA documents.

Barbara Davidson, Representative from Jackson County reminded us that we should not forget to include Oregon State University or OSU in our publicity.

2017 Executive Committee Recruitment

Marilyn Scheffler, President, ask Board members to either volunteer or to assist in finding people interested in serving on the Board in 2017 and 2018.

She would like two people to take the leadership on a committee to evaluate Mini-College and propose a new direction for it in 2018. Since the position descriptions for the 1st and 2nd Vice Presidents are to provide the leadership for Mini-College these two people would serve in these positions for 2017. Marilyn Scheffler will revise these position descriptions to include these additional responsibilities.

In the past Mini-College has been a source of continuing education credits for Master Gardeners. Many chapters are filling these needs with one day seminars. The question was asked about how members of other chapters could find out about the individual chapter’s seminars. It was suggested that all chapters add their seminars to the OMGA calendar.

2017 Meeting Schedule and Locations Needed

Future Meetings

<u>Executive Committee</u>	<u>Leadership Forum</u>	<u>Board of Directors</u>
Feb. 3, 2017	March 3, 2017,	March 4, 2017,
May 6, 2017	June 2, 2017	June 3, 2017
Dates to be Determined		
Oct. 7, 2017	Nov. 3, 2017	Nov. 4, 2017

Chapters are reimbursed up to \$300 for hosting a Board meeting. There are guidelines on the OMGA website.