

**Master Gardeners of Bergen County
Board of Directors Minutes for
November 27, 2018**

Meeting was called to order by President Gretchen at 5:40 pm.

Present at the meeting: Carolyn Gretchen, Dennis Gretchen, Melody Corcoran, Hank Annunziata, Karen Pennell, Miriam Taub, Karen Riede, Janet Schulz, Suzanne Danzig, Donna Karpel, Dorothy Penkalski, Patrick Lull, Smadar Shemmesh, Marie Alfano, Herb Arbeiter, Arnie Friedman

Presidents Report:

Congratulations to the Class of 2018! You are a wonderful group! We look forward to greeting you and supporting you at the MG sites of your choice in the future. Special thanks to Albina and her team for the beautiful decorations and floral displays. Your professionalism and generosity always make us look good! Class gave gifts to Joel.

Sadly, we are saying goodbye to Smadar, who served as corresponding secretary. Thank you, Smadar, for your hard work and cooperative spirit. As we vote on our slate of officers tonight, Miriam has graciously stepped up to fill this position, pending a vote. Smadar was presented with a Certificate of Appreciation.

Unfortunately, due to an early snowstorm, Mother Nature interfered with our traditional welcome Board Breakfast with our new 25-member Class of 2019. We are rescheduled for Friday, November 30th. All board members are welcome at the usual class meeting place at One Bergen Plaza.

Jan Zientek, the new Master Gardener Program Coordinator, has plans to standardize class trainings and shared services across the state. Karen Pennell will share more about this later. Annual board members and committee summary reports are due by the end of December. You can look to Joseph Cooper, Karen Pennell and former and current experienced committee chairs to guide you through the process. According to the bylaws, our Vice President, Melody Corcoran, will be coordinating this effort.

Our slate of board officers will be voted on at our November meeting and installed at our January meeting.

Recording Secretary, Suzanne Danzig, will present the slate of officers at tonight's MG meeting. The Holiday Open House at Skylands is officially runs from November 28 through December 2nd, however, set-up begins Monday, November 26th. Check the November Potting Shed for details and how to help. MG's will be decorating the Main Hall.

As with any organization, we have the worker bees who carry the workload. However, we need more volunteers on our committees and at our sites. There are mentoring programs in the other counties, we do not have a program that encourages new people in our program. We need to get more people involved.

Have a wonderful Holiday season!

Vice President:

Committee reports are due by December 31st.

Recording Secretary:

Minutes were not approved due to the need to revise the nominating committees list of slate of officers. Vote will take place tonight.

Corresponding Secretary:

Smadar wanted to welcome the new class but she cannot access the class contact information. Smadar was unable to open the file that was sent...Karen Riede will figure it out and resend file to Smadar.

Treasurer's Report:

Opening balance as of September 30, 2018.....	\$12,284.39
Income.....	\$410.00
Expenses.....	\$955.74
Closing balance as of October 31, 2018.....	\$12,384.39

***Motion:** Melody Corcoran motioned to approve treasurers' reports, Arnie Friedman seconded and all approved.

Community Outreach Events and Volunteers:

Garden Club Liaison:

Representatives continue to send in random information, not following guidelines.

Class Liaison:

There have been several trips to Garretson, Skylands and Thielke.

Speakers Bureau:

Arnie will arrange a meeting in January for interested volunteers. Arnie is presenting at the Ringwood Library Group on February 19-2019

Publicity:

Patrick has posted on Facebook and is getting a few hits. Suggested we tell other friends about our site.

Must do a better job of reaching out to local papers.

Instagram and Pinterest are all possible additional communication links.

Hospitality:

Holiday party needs \$280 for supplies and food.

***Motion:** Arnie motioned that there be a \$300 budget for the holiday party Donna Karpel seconded, all were in favor.

Membership:

21 Master Gardeners have paid their dues to date. Jane T. Nickolson has expressed joining Trips and Tours Committee on her membership form.

Newsletter:

Janet reported that things are moving along

Website:

The following MGofBC.org sections of the website have been updated: The Homepage, Potting Shed, Meetings and Events and Membership Directory.

Volunteer & Membership Portal Progress:

Most of the requested update have been changed by Matt Frawley and we are tweaking the search member section and addressing functionality issues

Rutgers Cooperative Extension:*From Joel Flagler:*

1. Rutgers has put out links for ordering downy mildew-resistant basil seed. Many of our county growers are using it.
2. The North Jersey Ornamental Horticulture Conference is coming up in a few weeks. Joel is Chair of the Landscape Day on Wednesday, January 09, 2019 and featured speakers include the wonderful Rich Buckley, Director of the Rutgers Plant Diagnostic Lab. Also, Dr. George Hamilton who will speak on the emerging insect pests (EAB, ALB, Lanternfly); Chris Rubino of Monrovia Growers who will show the excellent new varieties of shrubs for 2019. The entire MG class of 2019 will attend and everyone in the MG community is welcome. Registration is in the next few weeks. It is at County College of Morris. This is the best 1-day ornamental horticultural conference in NJ.
3. RCE Bergen is facing the loss of our wonderful office suite that was built for us by a former administration. We will likely be moved to the 4th floor of 1 Bergen County Plaza and will have adequate, though windowless, new offices. We will keep you all posted.
4. Have a Happy and Healthy Holiday Season and New Year ahead. Nothing is more important than friends and family, happiness and health. All the best in 2019!

RMGANJ:

Jan Zientek, Master Gardener Program Coordinator, reported that Eventbrite and the receipts deposits need to be reconciled by the end of the month. Jan reported that Brian Schilling, the new Director of Extension, has been dissatisfied with Rutgers OCPE. Brian reached out to a different branch of Rutgers that he believes will bring conference management in house and affordable for next year. Jan also reported on the most recent coordinators meeting held in Mercer. Among other topics, the issue of continuing education was discussed. The coordinators would like CE to be more consistently relevant. They discussed both new certification training and ongoing continuing education. They would like to provide more top down training direction. The coordinators also discussed what an annual conference should be and whether it should be in two locations. One idea is that it should be more focused on Master Gardener skills – like diagnostics, safe use of pesticides etc. They will provide firmer direction in February. The conference may be a lot different next year.

Pat Schanzlin requested that we go through the conference items and talk about what worked and what could be improved with and action items were written on the board

Mary-Lou Monihan reported on the conference surveys summary and in general the feedback was very good. Pat Schanzlin asked that we take the feedback to our counties and get more clarification.

Pat Schanzlin summarized our conference direction for next year. It is to move forward assuming we will have a conference in 2019, same time, same place. Additional direction will be given to us at our March meeting by Jan Zientek.

Board nominations for 2019 with election to take place in December.
Pat reported on the International Master Gardener Conference in Valley Forge this year, web site is up, but incomplete. You can sign up on the web site for email updates.

Sunshine:

Barbara Johansson's husband passed away, sent card.

Site Coordinator Liaison:

In April of this year, the board discussed differentiating between special projects and approved volunteer sites. Procedures to de-list an inactive site were also discussed.

The following was approved by all board members present at the April meeting but was not put to a formal vote:

An approved site is active from March through November.

A 'special project' is for one or a few days only. Joel Flager approves 'special projects' for the MG class and the MG board approves 'special projects' for MGs.

De-list procedure for inactive sites:

1. No volunteer hours reported for 3 years.
2. Site coordinator liaison will check with the site to see if there is an active site coordinator and if help is needed.
3. Determine from membership if a volunteer is available to coordinate and if members and students are available to volunteer.
4. Present information to MG board for discussion and vote.

(the de-listing procedure to take place after February 15th when all volunteer hours have been tabulated)

These guidelines are incomplete and not specific enough. They also need to be made part of the by-laws.

Smadar asked what the requirements were for a new site...#hours? # Volunteers?

Municipalities are not usually included, sites should be open to the public and diverse in region.

It was decided that a committee needed to be formed to improve these procedures. The committee will consist of Smadar Shemmesh, Miriam Taub, Donna Karpel, and Melody Corcoran.

It is planned that the guidelines produced by this committee will be brought to the MG board for the January meeting.

Tours and Trips:

Still no chair.

Programs:

Dr Lyons is presenting tonight. Arnie Friedman will present in January on "No-mow Lawns".

March is Virginia Lamb and April is a join meeting with Passaic, working on speaker.

Volunteer Records:

Volunteer report forms are on the home page of the MG website.

Archivist:

Nothing to report.

Old Business:

New Business:

Budget considerations for 2019:

Speakers, including joint meeting: Donna averages \$150/speaker, this is not enough, would like at least \$200 or a budget of \$1600-\$2000. Carolyn is recommending \$2400.00

Directory: ?

Newsletter: Janet reported there are no real expenses, perhaps future expense for programs.

NJ Non-Profit Fee: \$25

Hospitality: ?

BC Fall Harvest Festival (education materials):?

BC Fall Harvest Festival (refreshments): Dennis proposed a budget of \$300 for refreshments, Karen Pennell, suggested we think about expectations and perhaps donations instead.

Skylands HOH: This year the expenses were \$425.52

Sunshine: \$0

Certifications/gifts: \$50

Volunteer Records: \$0

Speakers Bureau: \$0

RMGANJ: for gas and expenses \$25x8meetings, total of \$200

Outreach Committee: Suzanne brought up reimbursing Jeffrey Chan for all his contributions to events, Karen Riede recommended Jeffrey's expenses come from this committee, provided receipts are submitted. Recommended \$200.

Meeting adjourned at 7:00pm