

**Master Gardeners of Bergen County  
Board of Directors Minutes for  
February 26, 2019**

Meeting was called to order by President Gretchen at 5:38 pm.

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

**Presidents Report:**

With the New Year, comes our progress forward. We need to address our approved sites in reference to our delisting procedures, our Social media presence, and other items as we prepare for by-laws rewrite. This committee needs to be expanded to more than two people to reflect our growing membership. Food for thought- be ready to raise your hand!

The International MG Conference is upcoming in the U.S. Our RMAJ has worked out a procedure for a sharing of a 3-day pass, complicated but do-able. The cost is \$300 for the 3 days; however, we have been given permission to split the cost/days among 3 different MGs, but you cannot share the same day with 2 people, each person would have to attend one of the other 3 days.

But, leave room in schedule for learning and growing!

Check the Potting Shed for upcoming flower and garden shows and annual conferences.

We have met with the Vets Home personnel, as reported last month, and an update will be provided this month. They were very open to suggestions and moving forward.

At the last meeting it was mentioned that Joseph and Karen Pennell would be part of the By-laws rewriting committee but that was an error, neither actually volunteered. Joseph suggested Edith Wallace, Carolyn will reach out to her to see if she is willing. Arnie will be available to assist if Edith agrees.

**Vice President:**

No report.

**Recording Secretary:**

Suzanne Danzig indicated that there were two minor changes to the January minutes, one was in the Presidents report, where we took out the last line of the first paragraph, that read "After looking online, it mentioned that there were only 2% of tickets left for the PFS." And the second was in the Volunteer & Membership Portal Progress report, Donna K requested I change the wording in the last sentence to read "now" rather than "this year". After reading the changes, Suzanne asked that the minutes be approved.

**\*Motion:** Melody Corcoran motioned to accept January minutes as written, Carolyn seconded, and all were in favor.

**Corresponding Secretary:**

Miriam reported that the distribution system is now working smoothly.

**Treasurer's Report:**

Opening balance as of December 31, 2018.....\$10,781.01  
Income.....\$1,901.00  
Expenses.....\$646.25  
Closing balance as of January 31, 2019.....\$12,035.76  
Total outstanding checks as of 1/31/19.....\$217.00

**\*Motion:** Arnie Friedman motioned to approve treasurers' report, Dennis Gretchen seconded and all approved.

**Community Outreach Events and Volunteers:**

Upcoming events:

Sat., April 6, 2019, Bergen County Family Fun Day, Van Saun Park, Paramus, 12-4 pm  
Sun., April 14, 2019, Ridgewood Daffodil Festival & Earth Day, Ridgewood, 11- 2 pm  
Saturday, April 27, 2019, Northern Valley Earth Day Fair 2019, Tenafly, 11-4 pm  
Sunday, April 28, 2019, Party for the Planet, Bergen County Zoo, Paramus, 10-4 pm  
Saturday, May 11, 2019, RP Earth Day, Ridgefield Park, 10-5 pm  
Sunday, May 19, 2019, BC Parks Dept. EarthFest Overpeck Park, Ridgefield Park, 1-5 pm

**Garden Club Liaison:**

Miriam reported that there is one new contact from the Glen Rock Garden Club.

**Class Liaison:**

Marie reported that Thielke is an important site, this class has already reported several hours for this site alone.

**Speakers Bureau:**

Arnie discussed that there is a cost to speaking, ie, travel, samples, printed material, etc. but MG do not get paid. If the organization makes a donation to the MGofBC can the speaker be reimbursed with some of the funds from the donation?

Should we approve a budget for the Speaker's Bureau? Arnie will come up with some costs and a proposed budget.

**Publicity:**

Patrick spoke at the Glen Rock Rotary on Butterfly Gardens.

**Hospitality:**

Things are quiet right now.

**Membership:**

Terri reported 146 members paid dues, those who have not paid their dues by this meeting will not be published in the 2019 directory.

**Newsletter:**

Janet Schulz reported that this month in the Potting Shed we have 10 full pages beginning with information about Virginia Lamb and her presentation on composting.

Carolyn's President's Report as well and Miriam's interview of Jane Nicholson.

An item about the wildflowers planted along the state highways and a list of approved volunteer sites and their contact information are also included.

Various learning opportunities and workshops as well as information on the International MG conference are mentioned.

Edith Wallace submitted an article about a Dracena blooming at the Glen Rock Library and Marie Alfano wrote an article about Bonsai.

'From the Green Side' written by Arnie Friedman writes about his take on favorite garden tools.

As usual the 'Hort Grapevine' lists the meetings of the local garden clubs.

### **Website:**

The following sections of [www.MGofBC.org](http://www.MGofBC.org) has been updated: The Homepage, Potting Shed, Meetings, Board & Committees, and Events and Membership Directory.

The new Speakers Bureau section has been completed and we are adding new content as provided by the chairperson.

#### *Volunteer & Membership Portal Progress:*

Auto alerts have been added to the system. When members enter volunteer or education time at the website, a notice is sent to "Volunteer@MGofBC.org" for verification by the Volunteer Chairperson.

All major sections are done, and we need to run tests.

Additional payment of \$150.00 was made, and we have a balance of \$350 of approved funds.

In order to present the system to the Board, I contacted David Ferrer, (the IT person for Bergen Plaza) regarding the use of monitor in the multipurpose room, they are for cable TV only and have no internet access. He suggested we use a computer and projector and gave me the Wi-Fi access. "Public" and enter password "BERGEN-1"

### **Rutgers Cooperative Extension:**

Report submitted by Joel Flagler/Karen Riede

- Volunteer Management Software, "Better Impact" has now become an essential and integral part of every Rutgers Master Gardener Program across the state. Using this statewide subscription for volunteer hours/opportunities, events/administration to the full extent of the software is not an option, but rather a "standard operating procedure" for the RMG program in the 16 counties that currently have an active RMG program and any future programs that might develop over time.
- The state RMG Policies and Procedures are being updated.
- 2019 International Master Gardener Conference is 5/17-5/21, Valley Forge, PA.
- 2019 New Jersey Invasive Species Conference is on 3/27 from 9am-3:30pm, Duke Farms, Hopewell, NJ the cost is \$100.
- MG classes resume 3/1, the new syllabus has been distributed.
- Thank you to Arnie, Miriam, Donna Karpel, Donna Faustini and Joseph and Patrick for providing me statistics for the Master Gardener 2018 RCE Program Survey and Activity Report.

### **RMGANJ:**

Karen Pennell cannot make Tuesday meetings and will be unable to continue to go to State meeting. We need volunteers and are trying to change the state meeting to Thursday. We need two delegates & two back-ups. These delegates are also responsible for assisting with the MG Conference. Patrick Lull and Arnie Friedman volunteered to be alternates but we still need delegates.

No RMGMANJ report this month.

**Sunshine:**

Nothing to report.

**Site Coordinator Liaison:**

In April of 2018 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. This subject was also discussed at the November 2018 and January 2019 meetings, once again no formal vote was taken.

-An approved site is active from March through November

-Most special projects are for one or a few days only, Joel Flagler, Rutgers's RCE, approves special projects for the MG class and long-term special projects at sanctioned sites.

-The MG board approves special projects for MGs.

De-listing procedures for inactive sites:

1. No volunteer hours reported for 2 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.  
(delisting procedures to take place after February 15<sup>th</sup> when all volunteer hours have been tabulated)

**\*Motion:** Janet Schulz motioned to approve the "De-listing Procedures" Donna Karpel seconded and all were in favor.

Flat Rock Brook meets the criteria for de-listing. Neither of the contacts there are MGs or are interested in becoming a MG. No volunteer hours were reported there in the last two years. The work there consists of maintaining a small garden at the Nature Center building, removing invasives and weeding.

**\*Motion:** Donna Karpel motioned to de-list Flat Rock Brook, Dennis Gretchen seconded, and all were in favor.

**Trips and Tours:**

Neither Betty McDonald and Jane Nicholson were interested in chairing the committee but were interested in going on tours.

**Programs:**

Jean Epiphan will speak on "All things ferns"

**Volunteer Records:**

Donna Karpel reported that to date 8700 hours have been recorded with 130 reports submitted.

7 grads did not have sufficient hours to be certified.

Garretson Forge and Farm leads with the highest number of volunteer hours reported, Thielke comes in second and Skylands Holiday Open House came in third.

This year "Lifetime Master Gardener" award goes to Lida Gellman.

4 members will receive their 30-year pin and 3 members will receive their 25-year pin.

**Archivist:**

On February 11, 2019 Dorothy was asked to search the archives for Cynthia Sumner by Donna Karpel. Dorothy found her listed as a graduate of the class of 2006. Her name only appeared in the 2006-2007 Membership directory, no dues or volunteer hours have been submitted since her graduation.

Donna Karpel asked if Dorothy should scan the documents that she has to have a digital copy of all records. Dorothy will inventory all the material and report back.

**Old Business:****New Business:**

-Suzanne Danzig will research potential giveaways for our outreach and special events. Looking for pens, lip balm, etc. Suzanne will report on this at the March meeting.

-There should be strict Facebook Guidelines, and all should be filtered through Patrick's page. Things are being posted on our page that are not appropriate or relevant to the MGofBC.

-Carolyn was looking for suggestions to change our summer/end-of-year celebration to a revived excitement to the event, seems our members are losing interest. Some suggestions were to do a roaming luncheon, going from garden to garden, make it a workshop or perhaps do it at a nursery. Suzanne and Donna Karpel volunteered to speak to Rohsler's to see if they would consider allowing us to have a picnic there and perhaps have them provide a lecture and a discount for members. Will report back at March meeting.

Meeting adjourned at 7:00pm.