

**Master Gardeners of Bergen County**  
**Draft Executive Board Meeting Minutes \_February 18, 2025**

Zoom: <https://rutgers.zoom.us/j/95659426913?pwd=RYQaWkCI71FZhK6aBimeGXjRsGkvJG.1>

**5:30 PM - Roll Call**

*Quorum = 50% per bylaws*

*The Executive Board shall consist of the elected officers, the current Class Liaison (nonvoting), the standing committee Chairs (8), immediate Past President, and Bergen County RCE Master Gardener adviser (nonvoting).*

**5:32 PM - Approval of November 2024 and January 2025 Minutes**

- Recording Secretary distributed November's minutes electronically on 3 and December 9, 2024; President distributed January's Minutes on January 29, 2025; corrections made. Are there any further corrections?
  - *Motion to approve November's minutes - Arnie motioned- approved*
  - *Motion to approve January's minutes - Miriam motioned - approved*

**5:35 PM - Officer Reports**

*Please submit your report via email to members of the President and Vice President for inclusion in the Executive Board Meeting Minutes.*

- President - Theresa Schneider - spoke about processes and bylaw updates
- Vice President – Lisa Yoler - nothing to report
- Treasurer – Jean Friedman - Treasurer's report filed. Motioned for the board to approve \$80 to cover treasures expenses that were not captured in the 2025 budget. Motion seconded and adopted. motioned is approved.
- Recording Secretary - [Vacant](#)
- Corresponding Secretary - Miriam Taub - see attached report

**5:40 PM - Standing Committee Reports**

*Please submit your report via email to the President and Vice President for inclusion in the Executive Board Meeting Minutes.*

- Community Outreach Liaison– Arnie Friedman - see attached report
  - Sub Committees
    - Speaker's Bureau Chair - Arnie Friedman
    - Publicity Chair: Maria Bushman - present
    - Fall Festival Chair - [Vacant](#)
    - One Day Events Chair - Jeff Chan - not present
    - Community/School Gardens Chair - [Vacant](#)

- Hospitality – Chris Kozar - Needs a replacement to serve as Hospitality during the April meeting
- Membership -Dineen Policano - see attached report
- Newsletter - Miriam Taub - see attached report
  - Garden club liaison sub committee - [Vacant](#)
- Programs - Lisa Yoler and Maria Bushman (co-chairs) - program chairs have discretion ; Miriam - not post to webpage due to limited room - board meeting will be on Third Tues at 5:30 via Zoom
  - Trips and Tours subcommittee - Suzy Basu - not present
- Site Coordinator Liaison - Wendy Sowa-Maldarelli - Paula Leibowitz no longer the contact for Teaneck Creek; difficult to get info on how many MGs are volunteering at each site; Suzanne able to pull info from BI; what constitutes a continuing education hour; Suzanne reports she got her guidance from Karen (RCE) - usually in person - COVID changed that - where online education OK; need clarification from RCE / Ruth Carll; Suzanne suggested that we put something in Potting Shed to give guidance
- Volunteer Records – Suzanne Danzig - see attached report
- Website - Joseph Cooper & Miriam Taub (co-chairs) - see attached report. Discussion about where to post last minute updates, for example, the postponement of the opening of Topolsky volunteer site.

#### **5:48 PM - Nominating Committee Report**

- 2025 Nomination Slate for approval (Recording Secretary, Corresponding Secretary, Treasurer) . Lisa Yoler motioned to approve slate. Motion seconded and adopted.

#### **5:53 PM - Liaison Reports**

- Rutgers Cooperative Extension Liaison - [Vacant, pending hire of new Horticultural Assistant](#)
- MG Class Liaison (2024) - Cesar Coy - Joel Flager stated that although there will not be a Bergen County MG Class in 2025, the program is not on hiatus; Joel is focused on interns completing their volunteer hours.

#### **5:55 - New Business**

- Motion to fund dessert for Joel Flagler's retirement luncheon (\$75 for sheet cake, coffee, tea, etc). Motion seconded and adopted.
- Funding request for check stamp- see Treasure's section above
- Presentation of slate of officer candidates for vote by general membership on February 18th (Bylaws -Article 2, Section 4) - see Nominating Committee Report.

- Change to date/time of April 2025 continuing education program; April Board meeting by Zoom at regular date/time. Lisa Yoler, Programs Chair motioned to change April's education program date, time and location to April 30 at 6 pm in the greenhouse at Bergen Community College, and keep Board meeting on the April, but via Zoom. Motion seconded and adopted.

#### **6:10 - Discussion**

- Process and policy items
  - How do we handle emails that come in to Corresponding Secretary; does CS forward email to SME, Committee Chair; what is expectation for SME to handle the request or question?
  - Where do we file minutes of General Membership Meetings; who reviews and approves the minutes
  - Funding requests for items not included in the approved annual budget
  - Online voting process
- MG Association of Passaic updates

#### **6:35 - Announcements**

**6:45 - Adjourn** -Arnie Friedman motioned to adjourn; seconded. Meeting adjourned at 6:57