

Rutherford County Master Gardener Board vMeeting  
February 3, 2014

Present: Ken Roberge, President, Carol Reese, Vice president, Marilyn Rogan, Treasurer, Teresa Fly, Secretary

Other members that attended: Jack Smith, Mark Murphy

A quorum being met the meeting began. The meeting was called to order at 5:30 by Ken Roberge, President.

The minutes from November 2013, December 2013, and January 2014 were accepted and approved.

**Educational:**

Master Gardener course has started with 29 attendees.

Garden Basic has also started - 38 attended first session

Winter School is scheduled to begin February 20 and continue thru the 21<sup>st</sup>. We still need a few volunteers to assist with the silent auction on Thursday from 7:30 until 9:00.

Projects: Monthly Work Schedule will be the first Tuesday and third Saturday Mornings 8:00 – 11:00. This will begin March 15<sup>th</sup>. The times may change as the weather gets warmer.

Financial Report: Budget approved to be presented at the February's Association meeting. Recommendation: Asking Janie to update numbers

Marilyn discussed an audit recommendation. Handouts were provided. Marilyn stated there has not been an audit for the last five years. Jack stated there has never been an audit that he knows of.

A motion was made to clean up the existing reports and start fresh. If we owe taxes then pay them. We must comply with IRS requirements at all times. Keep the books up-to-date and correct from the very beginning. Put to a vote and all agreed.

Several handouts were presented to the board including;

2013 Master Gardener proposed adjustments per audit Final Version

Balance sheet as of 1/21/2014, Profit and Loss Statement

2013 Master Gardeners of Rutherford County Assets and accumulated write offs

2013 Supply Inventory – Master Gardeners of Rutherford County at Community Center

2013 Supply Inventory – Master Gardeners of Rutherford County at Lane Agricultural Office Center

Memo to Board and Treasurer of Master Gardeners by 2013 Audit Review.

**HIGHLIGHTS:**

The check to Emily Arnold has cleared.

Checks will be void after 90 days once the new checks has been received until that time it will be for 30 days.

The Master Gardener's Budget account does match for 2014.

**New Business**

Suggestion: To appoint a committee to bring in new members.

We are having PC problems. Marilyn offered a used computer as a backup. The board agrees to use the original as much as possible but have this one hand instead of replacing or repairing the one we currently are using...

Handouts of Committee and Project leaders for 2014.

All handouts will be attached to the minutes for future reference.

Minutes submitted by Teresa Fly, Secretary