

Master Gardeners of Rutherford County Board Meeting

April 5, 2016

Officers Present: President, Richard Lee, Vice President, Autumn Shultz, Treasurer, Joy Anderton, Secretary, Lee Etta Cadotte & VP Outreach, Jenny Byrum.

Others Present: Janie Becker, Extension Agent, Nina Hanson, Farmers' Market Coordinator, Floyd Adams & Linda Stevens.

The regular monthly meeting of MGRC Board was called to order at 5:40 p.m. in the Community Center Building at Lane Agri Park in Murfreesboro, TN.

Minutes: Minutes from the March 2016 Board meeting were approved on motion by Autumn Shultz.

Finance Report: Joy reported the Association currently has \$12,699.74 on hand.

President's Report

- Work Days: A lot of weeding was done on the day the interns were oriented to the gardens. On the prior Saturday, cover crop was cut down.
- Richard asked Jenny to have Justin post the Demo garden work days (first Saturday and third Tuesday of the month).
- The easiest way to contact Eddie Tomlinson is at etomlinson@theheritagefcs.com. He can be reached at 615 946-9042. Feel free to contact him with questions or to volunteer to help with the demo gardens.
- Janie is preparing a handout promoting the Farmers' Market Class series. Eddie Shannon will be posting information Facebook and she will send reminders to the those scheduled to speak. Eddie will also continue heading up recording, but will need additional volunteers for recording.
- Linda Lindquist is working on the 2016 Membership Directory
- Richard asked about the MOA Agreements. Joy said she would like to maintain the file digitally. Janie suggested purchasing a small scanner. It was also suggested that the form could be e-mailed and members could use their phones to take a picture and return the image of the signed form. Per Joy, about 50% of these have not been returned.
- The password for RCMG website was scheduled to be changed from "coneflower" to "Pipevine" following the April association meeting.
- Our 2016 membership directory should be available at the next Association meeting.
- Discussion ensued about the height of our potting bench at the Demo Gardens. It was decided that a riser could be made for those who need one.

Nina Hanson (Farmers' Market Coordinator) addressed the Board in regards to the upcoming season & issues at hand. She has drafted a volunteer signup sheet for the Market. Nina will attend the next Association meeting to present an overview of all the jobs needing volunteers at the Market.

Janie explained the volunteer jobs which are needed for the market. In addition, vending machines have been installed in the building for snacks & soda. On average, MGRC has made a profit from \$1000 to \$1200 from the Market; \$500 of which is used to fund 4H camp scholarships. These machines will impact the profit Master Gardeners can earn.

Also, Janie has been advised that she will not be allowed to sell merchandise at the market (tote bags, T-shirts) once the current inventory is gone. Those sales brought in a gross of \$1,200 in 2015 that helped fund programs at the Farmer's Market. Janie has asked if Master Gardeners would be interested in taking over sales with profits split between Master Gardeners of Rutherford County and Rutherford County Farmer's Market. This move could replace some revenue lost due to the drink/snack machines. As part of taking over sales of these market items, MGRC would be required to remit quarterly sales tax. Further discussion would be held at the May Board Meeting with Joy researching what's involved in sales tax remission/record keeping. Janie would help us maintain stock for merchandise.

Autumn brought up the idea of having a "flow chart" on the MG website to define Farmer's Market volunteer opportunities. In addition, there was discussion about using the software "Sign up Genius" for volunteering at the market.

When asked if people could volunteer for MG activities if not a member, Janie explained that there is the opportunity to be a "Provisional Member" & not be required to meet all the requirements of Master Gardener. For a fee of \$30/ year, an individual can sign up as a provisional member; however, they still must sign the MOA & undergo a background check.

On the previous Saturday, the 2016 MG Intern class added about 1000 sq. ft. of rain garden to the Agri Center grounds. It still needs rocks. Reminder to all, the 2016 Interns will graduate at our April Association meeting. The interns will meet at 5:00 p.m. before our scheduled Association meeting to review how to access computer links & learn about logging volunteer hours.

Janie is planning to send all members a letter to address several issues: correct contact information is needed for members, i.e. current e-mail, what are the annual requirements to be a Master Gardener, reminding members that the rules for hours have undergone revisions which are stricter, referring to website resources & announcing Mid TN Workshop at Ellington Ag Center on 6/30 from 9 – 3.

Board members discussed the maintenance of Membership and Certification Records. Linda Lindquist has been handling this exclusively; however, she will be retiring in June of 2016. Janie mentioned that she, Joy & Don Richardson need to meet to develop plans for how to handle Association matters which Linda has taken care of. She is suggesting a meeting in April to go over these items.

Janie explained that the bird house in the Butterfly Garden needs to be relocated to the other side of our garden area. These birdhouses are too close & the birds will not co-habitat

peacefully. Although the Association approved funds for a Kiosk at the Demo gardens, installation will not be possible due to cost & time constraints. As an alternative, Janie is suggesting the use of decorative mailboxes with pamphlets of information available inside. She will supply pictures of these for the Board.

Joy reported that she had looked into rates for Certificate of Deposits at Regions Bank, Franklin Synergy Bank & Ascend Credit Union. The rates are very similar at all. Motion by Lee Etta Cadotte & seconded to grant approval to the Treasurer (Joy) to invest \$5,000 in a 6 month C.D. Joy also reported on the corporate donation programs. Publix will not be feasible. Amazon Smile requires an agreement which the Association can complete because of our 501C status. Joy will send a copy of the Amazon Smile agreement to Board members for review. MGRC is signed up for the Kroger program. Joy also suggested that MG secure an e-mail address for business purposes. Ken Roberge will be contacted to see if our current domain will allow us to create this e-mail.

We discussed the use of "Sign up Genius" & whether it would be feasible to use for volunteer signup. Autumn indicated she would explore this idea. In addition, Autumn is still collecting "role forms" from volunteers who are currently or have recently filled roles with the Association. We still need a volunteer to coordinate the Butterfly Garden. Both the collection of role forms & filling of this role in the Gardens are targeted for completion by our May Association meeting.

Motion by Joy Anderton & seconded to adjourn the meeting at 7:58 p.m. Meeting adjourned.

Respectfully submitted,

Lee Etta Cadotte,

Secretary