

Gwinnett County Master Gardeners Association
Board of Directors Meeting
February 9, 2017

Jessica Miller, GCMGA President, called the meeting to order at 10:00 am. Attending was Jessica Miller, Virginia Schofield, Carole Teja, Wes Nettleton, Shirley Bohm, Rosalie Tubre, Susan Varlamoff, Jeff Hicks, Becky Wolary, Carol Hassell, Lori Prosser, Alice Verner, Jackie Kujawa, Ann Langley, Tim Daly and Robert Ayer.

Not in attendance: Becky Panetta, Aaron Tulin.

Minutes from October 12, 2016 Board of Directors Meeting:

- Corrections requested: Spelling of Alice Verner's name in Vice-President's Report and addition of Pat Harper's name to individuals who will assemble binders for MG Interns in Extension Office Report. Virginia will correct the report and forward it to Becky Wolary for posting on the GCMGA website.
- Becky made a motion and Alice Verner seconded the motion to accept the minutes as amended. They were then approved by the Board.

President's Report – Jessica Miller

- On Friday, Jan. 20, 2017, the Board of Directors voted by email to approve the GCMGA Proposed Budget and it was adopted.
- Maggie Howze asked to step down from chairing the Special Interest School & Community Gardens Committee because of health reasons. Jessica will keep this new position open until Maggie can take it on.
- The E.C. ask Carole Teja to act as Parliamentarian and she agreed to serve in that capacity during the meetings.
- Ann Langley agreed to chair the Photo Contest with a program in July.
- Announcements will go out to all members the Wednesday before the third Monday monthly meeting and then two weeks later. Please send all contributions to Jessica no later than the Tuesday morning prior to sending on Wednesday. Shirley will send it out to the members.
- Please pay your dues if you haven't already. Wes can take your money and form today and at meetings.
- GMGA has a \$3000 Search for Excellence grant to be awarded for 2017 for one project in Georgia that is exceptional and successful that other counties can emulate. It must be a project that has been established for one year. More than one applicant can apply from Gwinnett County. Becky suggested that Kistner, Vines and McDaniel Farm should all apply. Jessica will send out the application to all members and check if the applicant must be a member.
- Kathy Parent will make a presentation to the MGEVs working on Community Projects at the February Lunch Meeting. She will be giving awards.

Vice-President's Report – Virginia Schofield

- The program is set through May
 - Lori Prosser in February

- Susan Meyers in March
- Patrick Burns in April
- Martha Tate in May
- June TBD
- July is Photography Contest
- August TBD
- September is Member Appreciation Picnic
- October TBD (suggestions appreciated)
- November is Holiday Dinner

Treasurer's Report – Wes Nettleton

- Budget spreadsheet for 2017 was mailed out earlier in the week. We are doing well.
 - Checking Balance - \$10,023.87 (updated 2/7/17)
 - Savings Balance - \$10,010.82 (updated 2/7/17)
- Membership is up to 110 with a goal of 200.
- Discussion on awarding two scholarships to Gwinnett Tech was put on hold for the time being. An administration change may be responsible for them being less responsive to our requests. There are a number of other places where the scholarships could go such as Georgia Perimeter College and Georgia Gwinnett College. Note that the condition to apply for the scholarship is the student needs to be a resident of Gwinnett College.
- Last year Carole sent out a letter to each new or renewed member who paid. He suggested that would be a good idea for the President to do again this year. She could also add the new password for the members-only part of our website, effective March 1. After discussion, the new password will be "sage2017".

Education Committee (Workshops) Report – Susan Varlamoff

- Landscape Design, Shannon Pable (confirmed)
 - April 5, 2017, 10:00 am – 2:00 pm, Deem Day Sanders Garden House, 10777 Bell Road, oJohns Creek, Duluth, GA 30097, cost \$10/person up to 20 people
 - \$10 can't be used as an honorarium (MGs can't accept pay, but you can give them a gift). Tim Daly agreed. Discussion followed whether there is a difference between being paid because of their expertise in their business or because this is what MGs are supposed to do. She would also benefit from the exposure. There was agreement that she should receive a gift.
- Container Gardening, The Family Tree (confirmed)
 - 1983 Main St. East, Snellville, GA 30078, May 9, 2017, 10:00 am – 11:00 am, cost of \$10 to cover your supplies. Family Tree will discount everything 20%.
- Ferns, George Sanko
 - September, date TBD, Georgia Perimeter College. George's health is not good. If he is unable to do the workshop, perhaps someone else there could do it.
- Monastery of the Holy Spirit, Walter Bland
 - October, date TBD. This could include a guided tour of the environmental features at the monastery, including bonzai, the greenhouse, the herb garden and more.

Field Trips, Becky Panetta – provided report (Jessica wants to get field trips on the agenda as soon as possible)

- Becky wants to schedule 4 field trips
- A list of possibilities includes:
 - Blue Heron Nature Preserve, 4055 Roswell Rd NE, Atlanta, GA 30342. Phone 404-345-1008. The Art of Nature exhibit opens 4/22, bhnp.org.
 - State Botanical Garden, 2450 S. Milledge Ave, Athens, GA 30605. Phone 706-542-1244. Botgarden.uga.edu. \$5 per person for a guided tour. Minimum of 10 people.
 - Atlanta Botanical Garden-Gainesville, 1911 Sweet Bay Drive, Gainesville, GA 30501. 404-888-4760. Atlantabg.org/visit/Gainesville. \$8 admission, Garden member free.
 - Monastery of the Holy Spirit (possibly Sept. or Oct.), 2625 Hwy 212 SW, Conyers, GA 30094, Garden Center, 770-918-9661, Trappist.net
 - Oak Hill and Berry Museum, Berry College, P.O. Box 490189, Mount Berry, GA 30149-0189.
 - 24 Veterans Memorial Highway, Rome, GA 30161. Group tours \$7 per person. Phone (706) 368-6789, fax (706) 368-6787, e-mail oakhill@berry.edu, <http://www.berry.edu/oakhill/>
 - Daybreak Flower Farm, 3605 Claude Brewer Rd, Loganville, GA 30052. Gail Zorn, 404-731-2454. <http://www.daybreakflowerfarm.com>. Possibly in conjunction with Tuck Away Blueberry Farm, www.tuckawayblueberryfarm.com. Also lavender fields, alpaca ranch, bee keepers next door.
 - Wildflower walks, possibly for late March-early May timeframe (from Hugh and Carol Nourse's book).
 - Wagon Train Trail, Brasstown Bald Wilderness (parking fee, has restrooms)
 - Bradley Peak Trail, Davidson-Arabia Mountain Nature Preserve.
 - West Palisades Trail, Chattahoochee River National Recreation Area (parking fee).

GMGA Conference 2017, Carole Teja

- A lot of time was wasted trying to work things out with Gwinnett Tech.
- Gwinnett Environmental and Heritage Center is a perfect alternate. It is less expensive than Gwinnett Tech and has a good layout for breakout sessions.
- They expect 250 – 300 participants, \$85 registration fee. 50% of the profit goes to GCMGA for making the arrangements. We are expecting \$10,000 in profit.

Grants Committee, Carol Hassell

- Committee members, Carol Hassell, John Davidson, Faith Mann and Becky Wolary, met to evaluate the applications. There were 6 entries. The deadline was extended by one day to Feb. 16. All 6 received awards although several have stipulations.
 - CG@S/Wes Nettleton, \$500
 - Lilburn Greenway Pollinator Garden/Debbie Hoaks, \$300
 - McDaniel Farm/Joyce Teel, \$500
 - Pinckneyville Minor Elementary Garden/Bonnie Reynolds, \$500
 - Asian Garden at Vines/Shirley Bohm, \$500

- A question was raised about why the grants were \$500 when they were \$750 several years ago. No one was sure but it was thought that the Board expected more applicants. Another question was raised about the Feb. 15th deadline for applications. Since the budget is in good shape, it was recommended that the amount be raised back to \$750. Also that the deadline be moved to March 1st. It is not on the agenda for today but will be followed up probably at the next Board meeting.
- Carol will send out a letter to all the grant applicants letting them know they will receive the grant. Becky will write an article about the grants received and put it up on our website after the letters go out. She will also try to get people interested in applying for the grant.
- Since there were so few applicants, ways to increase the number of applicants was discussed. We can ask members if they have any community projects, especially schools. Do we need more training in grant writing? Carole did one last year. Carol offered to do one this fall. The possibility of doing on-on-one coaching was also raised.

Historian, Lori Prosser

- Lori is getting class pictures of the new interns.
- Please get the word out that Lori is the contact for pictures of your project. Jessica will put it in the next announcement.
- Sharon Cassidy would like to have pictures for the Gwinnett County Extension website.
- Lori is also collecting pictures for the Holiday Dinner show.

Hospitality Committee, Alice Verner

- The Hospitality Committee will have a meeting tomorrow.
- Ann will invite the trainees who want more volunteer hours to contact Alice to work with the Hospitality Committee.
- When Becky sends out publicity announcements, she copies Alice so she knows who the speakers are and can plan for numbers to serve.

Photo Contest, Ann Langley

- Ann wants to do a calendar of the winning photos in the Photo Contest subject to approval by the EC.
 - She received a quote from TechPro: 14 page custom calendar, 8.5x11, 4/4 100# gloss text, self-cover with saddle stitch binding/files supplied ; 500 @ \$2.95 each = \$1475.00; 1000 @ \$1.98 each = \$1980.00. Price does not include sales tax.
 - During the discussion, it was suggested that Ann get pre-orders which will tell her how many to order.
 - It could be a gardener's calendar like a Farmers Almanac for Gwinnett County.
 - They couldn't be sold at most farmers markets at the Master Gardener table. This is at the request of the Farmers Market in Gwinnett County. Walton County farmers markets may be different. Most require the sale of food products only even as a vendor.
 - Would people object to having their winning photo in a calendar? When they enter the photo contest, they sign a disclaimer to do that. They should also give credit to the photographer.

Plant Sale, Jeff Hicks

- The date has been set for the plant sale: Saturday, April 22, Earth Day. Set up is on Friday, April 21. Tents and tables will be set up at 2 pm then plant intake will start at 3 pm.
- It will be held at the Lilburn City Hall/Library complex. There is lots of parking, restrooms are available inside. The manager at the library is a very enthusiastic supporter of the plant sale. Her job is to provide programs of community interest. She will put notice of the plant sale in the newspapers for us when she does other notices. They also have an electronic sign they we can use to advertise the plant sale.
- The Lilburn Police will provide protection to the set up overnight at no charge. They identified it as "COAP" – come often as possible.
- A plant sale committee meeting was held last month at the Extension Office. Jeff asked Mary Black to revise the flyer from last year's sale and she got it back to him the next day. No one has volunteered to act as Publicity chair yet so Becky said she would help. Jessica volunteered to help as well. He will send information to Becky and Jessica for publicity. Most media sources want pictures now.
- Jeff has picked up about 1500 pots from different volunteers so far. He would like time at the monthly meeting to ask members for volunteers, plant digs, etc. Jeff will also give Jessica a paragraph for her next announcement.

Trainee Breakfast/Lunch, Robert Ayer

- Our designated breakfast/lunch dates are Feb. 15, Feb. 22 and Mar. 1.
- Committee members: Robert Ayer, Debra Hoaks, Mary Ann Hinds, Greg Mauldin, Jean Shapiro, Kathy Pitman met 6 times already in preparation.
- They have received \$86 in donations and 23 people are donating food. They can bring it to the monthly meeting or someone will pick it up. Robert emailed everyone who donated food last year to donate again this year.
- They will be providing lunch with chili and soups, chips in individual bags.
- Karen McGinty will be there the first breakfast for transition.
- Robert will supply Jessica with something for the next announcement about donating for the breakfast/lunch. It can be brought to the Feb. 20 meeting.

Assistant Web Master and Publicity, Becky Wolary

- Becky has a 3 month, 2 month and 1 month list of media publications requesting that much advance time for publication.
- Lori provided some pictures which Becky will put on the website.
- There is a way to set your Outlook to notify you when an addition has been made to the GCMGA website. Jessica will include it in her announcements. The link can also be put on the website so all the members can do that.
- Several media sources (AJC and Walter Reeves) now require a lengthy 3-page log in when providing information to be published.
- Provide Becky pictures that she can use. She can't extract pictures from pdf documents like flyers.

Weed 'n Feed and Seed Exchange, Jackie Kujawa

- Gene Wallace is the only person she has pending for a Weed 'n Feed. He will be taking IV antibiotics for 2 weeks so it will be around the beginning of March.
- The Seed Exchange (Herbs, Annuals, Perennials, Vegetables) is now up and running in the Extension Office. Seeds there now are from last year.
 - Thanks to Carole for getting the shutters, to Jeff for doing the painting and to Becky for doing the lettering.
 - There is a set of instructions on how to use the Seed Exchange posted on the wall beside the Seed Exchange. There are special envelopes for your seeds.
 - It is for the use of Master Gardeners only. Help yourself.

Whole Foods 5% Day, Rosalie Tubre

- We have applied for the "Whole Foods 5% Day" in 2013, 2015 and 2017 with necessary documents. It is now done through a separate regional office rather than the individual store. We can only apply every 2 years. We made \$3000 in 2013, over \$4000 in 2015.
- We need to be a 501(c)(3) tax exempt organization and have used the Extension/4-H exempt status and their FEIN number. Mary Black wrote a letter of support to replace the original letter by Robert Brannen. Rosalie will contact Mary to see how the money will be handled if we are approved.
- Whole Foods will only notify us 3-4 weeks ahead of time if our application has been accepted, perhaps even less, so everything has to be in place. There will be a table of MGs to answer questions and another table for demonstrations for children and adults.
- Advertising, especially having members shop at Whole Foods on that day, and recruiting volunteers must be done now. A request to the members will go out in the President's announcements.

Old Business

- Jessica reported on the GMGA Search for Excellence Award in her President's Report.

New Business

- Extension Office Report, Tim Daly
 - The Extension Office is in the process of hiring a new program assistant with another one later.
 - Thanks everyone for taking the Risk Management training and recording your hours.
 - The new Master Gardener training is going well.
 - We will have Ask a Master Gardener tables at the Lilburn, Suwanee, Snellville and Grayson Farmers Markets and are in the process of recruiting volunteers for them.
 - The MG Grow Strong program will be held Feb 24th.
 - There are still several school volunteer opportunities available.
 - The Extension Plant Sale is in progress.
 - The Extension Office is looking at providing another Advanced Master Gardener class. Possibilities include: landscape design, herbs.
 - Tim is involved in the Exotic Pest Plant Control Council and looking at doing educational programs and a newsletter. Tim is looking for volunteers.

- The Gwinnett Home Show is at the Gwinnett Center this weekend.
- Jessica reminded us that the GMGA grant application deadline is March 1st.

Calendar

- Monday, Feb. 20 is the GCMGA bring your own lunch meeting at Bethesda at 11:30 am. Lori will give her tour of Europe in pictures. She also has note cards with her pictures that she would like to display for sale.
- Monday, March 20 and April 17 meeting are again back at 6:30 pm at Bethesda
- Next BOD meeting is Thursday, May 11 at 10:00 am.

Becky made a motion to adjourn and Ann seconded it. All were in favor. Jessica adjourned the meeting at 12:01 pm.

Respectfully submitted by
Shirley Bohm, Secretary