

## **October 12, 2016 General Board Meeting Minutes**

Meeting called to order by President Carole Teja at 10:32 a.m. Those present: Carole Teja, Jessica Miller, Wes Nettleton, Becky Wolary, Virginia Schofield, Jackie Kujawa, Susan Varlamoff, Shirley Bohm, Rosalie Tubre, Kathy Parent, Tim Daly, Robert Brannon, and Mary Black.

Robert Brannon, retiring County Extension Coordinator, introduced his successor, Mary Black. The Board wished Robert well on his upcoming retirement and welcomed Mary in her future role.

Those not in attendance: Lori Prosser, Karen McGinty, Aaron Tulin, and Faye Sisson (who has stepped down.)

Minutes from July General Board Meeting were approved. Becky Wolary moved to approve, seconded by Jessica Miller.

President Carole Teja marked her last Board meeting as President with thank you gifts and acknowledgements to Committee Chairs for their service in 2016. She recognized Becky Wolary, the longest serving member of the GCMGA Board with six years of Service, with roses.

President Teja announced plans for Georgia Master Gardener Association Conference on October 7, 2017 at Gwinnett Technical College. A meeting will be held at Extension Office Building this Friday, October, 14, from 1:00-3:00, which is open to anyone interested in helping with the Conference. Afterwards, the GMGA Executive Committee will tour the Gwinnett Tech Conference facility. Margaret Bergeron, Gwinnett County Master Gardener, is the incoming president of GMGA and can address questions about the State Conference.

**VICE PRESIDENT'S REPORT** - Jessica Miller reported we have a slate of officers to present at the October meeting and will accept nominations from the floor. At the November meeting officers will be voted on by a show of hands. Slate of officers to be presented are: President - Jessica Miller, Vice President - Virginia Schofield, Treasurer - Wes Nettleton, Secretary - Shirley Bohm.

Some Committee Chair changes were announced. Becky Panetta will take Field Trips and Alice Vernon will become Hospitality Chair. Robert Ayer will be in charge of the Trainee Breakfast. Becky Wolary will take over

Publicity. Carol Hassel will become Grant Chair. (New grant proposal guidelines will be posted on website as soon as Carol has a chance to review them.) And Rosalie Tubre will oversee the Whole Foods fund raiser.

Aaron Tulin will continue as Website Host. Jackie Kujawa will continue overseeing Weed and Feed. Lori Prosser will remain as Historian. Workshop Chair will continue to be Susan Varlamoff.

Positions still to be filled are Plant Sale Chair (with the hope that we can find a new permanent location for our annual plant sale,) Photography Contest Chair, Facebook Chair, and GardenTour. However, the Garden Tour will be tabled for 2017 due to the commitment involved in hosting the State Conference.

January and February meetings will once again begin at noon due to uncertain weather in these months. The January meeting program will be Chip Utley from Pennington Seed, who will speak on Backyard Habitat. In February we will have Lori Prosser share 'Cottages to Castles' her slide presentation of the gardens she visited while living in England.

Executive Committee will begin meeting every other month beginning January 12, 2017. The General Board will continue to meet quarterly.

**TREASURER'S REPORT** - Wes noted every thing looked good. Grants are still not closed out. Aprons are close to being settled. Picnic costs went over budget, but extra expenditure was approved. We achieved our goal of 200 members! We made money on the plant sale.

We will begin collecting 2017 dues in November 2016.

Books will be audited the first week in December and a budget planning meeting for next year will take place December 9.

**SECRETARY'S REPORT** - Virginia Schofield reported on the search for a new permanent location for our annual plant sale. Two possibilities are churches on Hwys. 78 and 29. A new option may be the new Lilburn Municipal Complex. Plans are to determine the plant sale location by November or January at the latest.

**EXTENSION OFFICE REPORT** - Tim Daly announced the dates for the Gwinnett Home Show are February 10-12, 2017. Volunteers will be needed. He also suggested a plan for Master Gardener Trainees to receive

mentoring. He requested more pictures of Master Gardeners participating in school and community gardens to use in his presentation to the State Extension meeting in Cordele in November. He is looking for more Master Gardeners to participate in the speakers panel and hopes to increase use of the speakers panel. He asked for suggestions for Advanced Master Gardener training classes. Suggestions were made for more hands on topics such as simple propagation, and small engine repair. Saturday classes may be held with the public invited.

Kathy Parent reported selections have been made for new Master Gardener class. Only received 17 applications, but all were excellent and all were chosen. She said Robert Brannen is working on finding someone to fill Marlene's position in the office. The individual will be a county employee but will be able to assist Master Gardeners when they answer the phones. Kathy reported progress on the Risk Management Training participation and said the office would be following up with those who have not yet completed it. Master Gardeners who have posted no hours at the end of the year will be removed from the MG log. Their information will still be retained on the agents' database.

Kathy encouraged everyone to use the new website, [www.mgpub.org](http://www.mgpub.org). Jessica Miller urged the Extension office to include the Associations meetings in the newsletter produced by the office. Tim Daly will be copied on publicity notices as well as Kathy Parent.

Carole Teja reported that binders for MG Interns which the GCMGA provides will be assembled by Ann Bonalowski this year.

**EDUCATION REPORT** - Excellent workshop on pollinators by Susan Meyers with great attendance. No further workshops scheduled at this time. Plan in the future is to alternate workshops and field trips.

**FIELD TRIPS** - Becky Panetta wasn't present, but Carole Teja, explained we had the opportunity to join with the State organization for field trips to Gibbs Gardens in November and the Georgia Governor's Mansion in December.

**WEED AND FEED REPORT** - One was postponed for Robin Scott in September, but may be rescheduled for October. No other need is known at this time.

PUBLICITY REPORT - Becky Wolary - Please send any information about activities to Becky. Publicity on January meeting has gone out. February and March meeting information will be out before Christmas.

PROJECT GRANTS - Rosalie Tubre reported eight applications for a total of \$4,517.20 Out of that amount \$2,606.35 has been submitted for reimbursement. Paper work for \$1200 is expected from Carol Hassel and Kate Pittman. Books on Grant projects will be closed in four weeks. She stated the committee will be in good hands next year with Carol Hassel.

HOSPITALITY REPORT - Picnic turned out well. Ninety-seven people signed up to attend, but there were some no shows. Cost exceeded budget and caterer was unclear about extra food that was supplied. Recommendation was made for a change to be made next year and several quotes obtained. New procedure needs to be implemented for leftovers. Carole Teja moved to empower Shirley Bohm to draft food safety policies for our leftover food from the picnic. Seconded by Becky Wolary. Motion carried. The Board encouraged the Hospitality Committee to purchase the meat for the Holiday Party instead of relying on donations. Jessica moved to authorize an additional \$100 for the purchase of the meat if necessary. Motion seconded by Jackie Kujawa and carried unanimously.

New Business - Jackie Kujawa suggested a permanent seed exchange set up based on one she saw utilizing drawers similar to a library card catalogue. Every one liked the idea and Jessica asked if Jackie would be willing to develop the idea and set up a permanent seed exchange. Jackie accepted the responsibility as Chair of the Permanent Seed Exchange.

Carole Teja shared a request from Kathy Parent for the Association to fund supplies for the MG Sprouts program. The Executive Committee will discuss and make a decision as soon as possible. Jessica Miller thanked everyone for their help filling the Committee Chair positions, reminding everyone that Plant Sale Chair and Photo Contest Chair positions remain vacant.

With general thanks to Carole Teja for her service as President, the meeting was adjourned at 12:07 p.m.

Respectfully submitted,  
Virginia Schofield, Secretary