

OSU Master Gardner Volunteers, Athens County  
Date 1/26/2024  
Meeting Minutes

**Meeting Details:**

Location: Meeting at the Extension office, or option to join virtually. *(None did.)*

Meeting: 6:01 – 6:50 Business Meeting, 6:50-7:05 social time and snacks, 7:05 Ed Brown presentation on Food Handling Safety, required for anyone handling produce at the Children's Garden.

**Members Present** (List may not be complete): Karen Durniat-Suehrstedt, Debi Daniels, Dorie Gilbride, Kathy Berry, Michael Lincoln, Laura Caple, Debbie Balding, Marcia Burchby, Kira Burns, Dyana Robenalt, Rachael Crouch, Joke Harnish, Margaret Hoff, Rebecca LaSor-Martin, Roxanne Male-Bruhn, Nan Needs, Zella Nisley, Terrie Perez, Kathy McCorkle, Susie Schroer, Ceil Weldon, Elizabeth Flum.

**2024 Interns present:** Susan Quinn, Nicole Lewis, Suzanne Knauerhase, Lucy Peloso, Anthony Warner, Gay Gibson, Kelly Capuzzi, Carrie Schagel, Mary Moffat,

**Business Meeting:**

Karen Durniat-Suehrstedt called the meeting to order at 6:01. We welcome the 2024 Intern class who are joining us for the first time. It's wonderful to have such a large class this year. As interns, you are non-voting members.

**Old Business:**

Thank you to all the contributors to the January meeting, particularly Kathy McCorkel, who presented the PowerPoint of last year's activities and spearheaded the organization and decoration of the annual meeting.

We're unsure if November meeting minutes were out to the group. We'll table the acceptance of those minutes until our next meeting. *(Subsequently, we discovered the November meeting minutes were posted on our webpage. They will be attached to the email with these minutes.)*

**Committee Reports:**

**Children's Garden**

Terrie Perez, Chair.

- Core group met for the 1st time recently. Big plans. In recent years we've donated over 800 lbs of produce to CFI. Our goal this year is 900 lbs of donations, so we want heavy veggies!
- Interns, if you want to work in the Children's Garden, get in touch with Terrie.

**Program Committee:**

Laura Caple, representing.

- Planning: **March** Gardening in the Winter webinar. ("Winter" includes January to May.) **April:** Lee Grieg to present on jelly and pickles and Karen Durniat-Suehrstedt on sauerkraut. Weather permitting, we may do it in the Children's Garden.

- Discussion of visiting one of the nature preserves. Possibly one of the flat ones. Big field trip. Details to follow.

### **Newsletter**

Marcia Burchby, representing.

- Always looking for more ideas so if you have suggestions, let us know. Occasionally we ask people to write something.

### **Farmers Market**

Ed Brown, speaking for Billie Kariher, Chair.

- Request for volunteers, particularly to manage the booth for a month, or individual weeks. Ed will post Google signup online soon. Market booth activity begins in April.
- Intern Training Class encouraged to volunteer.

### **Childrens' Summer Program**

Laura Caple, Chair.

- June 10-14. 2 days, Tuesday/Thursday proposed in the Children's Garden. Interns = 2 - 1 hour with half hour between. 3-hour commitment. Tentative days T/TH.
- Laura needs help tweaking lesson plans. We had good plans last year, but we can't repeat completely from year to year.

### **• New Business:**

### **2024 Budget**

Nan Needs, Treasurer. Karen presented the proposed budget.

- Budget, current balance \$6,618.96. We are not yet able to see money in the Ohio State account. We should be able to access as soon as Missy (new Extension Office assistant) gets certified in that aspect of her job.
- Anticipated annual expense \$6,190, includes \$2,000 minimum balance that we agreed to last year.
- Only 2 income streams; 1) \$20 dues, of which half goes to state. 2) Plant sale, from which we usually make \$2,200.
- Intern training class costs as much as we get in fees.

### **Current budget proposal:**

#### **INCOME:**

- MGVS Annual State Dues (\$20 per member)..... 700
- Plant Sale (Projected) ..... 2250
- Intern Training Class..... 2160
- TOTAL: ..... 5,510

#### **EXPENSES:**

- MGVS Annual State Dues (\$10 per member)..... 350
- Plant Sale ..... 250
- Intern Training Class..... 2160
- Advertising/PR ..... 200
- Awards ..... 350
  - Such as plaques, new name tags for years served, etc.

• Children's Garden .....	1500
• Children's summer program.....	100
• Conference fee reimbursement.....	400
○ <i>We haven't had anyone attend for a while, so it hasn't been used.</i>	
• Exec Committee, discretionary fund .....	200
• Farmer's Market .....	700
• Name Tags.....	100
• Supplies (postage, cards, etc.).....	40
TOTAL:.....	6,350

Current balance .....	6,618.96
Projected Income.....	5,510
Projected Expenses.....	6,350
Projected balance .....	5,778.96

### **Budget Discussion:**

- Insurance now through Extension office, so it's no longer a cost.
- Laura asked about honorariums, an item that is not in the current budget proposal. We are still working on getting all people paid from last year. Speaker fees covered in PR or discretionary funds budget of Executive Committee.
- Question about awards budget. Some in Children's Garden need to be updated. Already in process.
- Accessible Hocking Valley checking account. Current balance is \$200. We'd like to increase that balance to \$500, because state can be slow and that would give us more flexibility to reimburse members. If dues are paid by check, (which is what Nan prefers), we can increase that figure by over \$300, easily. All plant sale money will go through checking account as well.
- Currently Nan does not have a way to access the state account. Missy (new Extension Office assistant) needs to get certified, which should happen in the next week or two.
- Who spends money? Nan has a list of who regularly spends and needs access. Same six people: Debbi Daniels, Michael Lincoln, Terri Perez, Billie Kariher, Nan Needs, Cinda Morosko.
- Terri- reimbursement needs to be as efficient as possible. Discussion about various ways to get reimbursed.

### **Purchase Procedures Options:**

- 1) Easiest way to do it is to get the credit card from Ed.
  - 2) Remember to get the tax ID number.
  - 3) If you are purchasing from Lowe's, at check out, type in Extension Office number (593-8555) and it will recognize our account.
  - 4) If you need reimbursement, bring itemized receipt to Extension Office and Nan will write you a check. At White's Mill, make sure they itemize.
- Executive Group will meet to review and revise budget and present at next meeting. Members will then vote.
  - Discussion about balance between expenses and income and how much money we should have in reserve.
  - Nan would like dues in by mid-April.  
Request for annual dues: Prefer \$20 check to Athens County Extension

OR Pay online / credit card @ [go.osu.edu/athensexextensionpayment](http://go.osu.edu/athensexextensionpayment)

**Annual Plant Sale** Committee members needed.

May 11 is the sale date. May 10, or 9<sup>th</sup>.

Ed will send out an email for volunteers to sign up.

Cinda Morosko has been chair; not sure she will renew. Start up by March 1.

Donating Plants: rooting takes 6-8 weeks. Start now if you want to donate.

MGV annual state award nominations

Frequently miss it. Nominate projects and people. Due by April 30.

**10 minutes for snacks.**

**Ed Brown presentation on Food Safe Handling**

**Next meeting – Monday, March 25 @6:00 pm (4<sup>th</sup> Monday of the month)**

Meeting minutes submitted by Michael Lincoln

November meeting minutes attached