

OSU Master Gardner Volunteers Athens County

DATE: 2/27/2023- Minutes

= Items to think about for next meeting

Meeting Details:

Location: Online Zoom meeting

Meeting time: 6:00pm meeting, 7:00pm wetlands garden presentation

Members Present (list may not be complete):

Dorie Gilbride, Debbie Balding, Debi Daniels, Shannon Cook, Nan Needs, Julie Plante, Karen Hayes, Molly Gassoway, Ann, Michael Lincoln Teresa Caldwell (presentation guest), Zella Nisley, Joke Harnish, Patricia O'Brien, Rebecca La Sor-Martin, Laura Caple, Ed Brown, Nan Needs, Kathy McCorkle, Karen Durniat-Suehrstedt, & Susie Schroer

Business meeting:

Karen welcomed everyone to the Zoom meeting at 6:00 and thanked everyone for contributions and celebrations from the January program highlighting successes and accomplishments of 2022

Old Business:

- Approval of meeting notes:
 - Debi Daniels moved to approve, Joke 2nd motion
 - Unanimously approved

Treasure's Report: Nan Needs – Current balance of \$5028.91

- Karen – Last year we have an overall budget for the Master Gardener's program that included budgets for each program/committee within our chapter. The Executive Committee looked at last year's budgets and created budget proposals for this year. The proposed budgets (Kathy screenshared an Excel document) takes into consideration the previous year's budget, what was spent, what was earned, what can be "carry forward," where there will be savings this year and how monies can be moved around (e.g. no training class this year has impacts on the budget for 2023), and a proposed budget for 2023.
 - In this proposed budget, we expect to spend approximately \$4730, and have an additional income of \$2930
- After questions from the chapter, Karen asked for a motion to approve the budget.
 - Zella moved to approve and Beck LaSor 2nd
 - Unanimous approval of 2023 budget
- 2023 member dues are \$20

- Please send dues to Nan Needs
- Can also pay dues online (see link in an email from Ed)

NEW Business:

- Karen recently learned that, as an OSU volunteer group, we are not supposed to fundraise. Ed suggested that we become an independent vendor program of the Extension Office. This will allow us to be under the OSU liability insurance (a savings) and it will still allow us to fundraise. Other options would be to become a 501© 3 organization.
 - Karen opened the floor for discussions and questions:
 - Laura and Zella asked if this move would resolve our need (and expense) of insurance at the Farmer's Market and Children's Garden
 - Ed says those are covered if we move to become an OSU Extension Office independent vendor
 - Debbie: Will there be reports about the monies (expenses and income)?
 - Ed: Yes, we can run monthly and yearly reports, but there might be a little lag time in the most-up-to-date info.
 - Michael: To purchase needed items, will we need to go through an OSU procurement system?
 - Can make purchase requests to Ed and he will purchase (tax free) and notify members when the items are ready for pick-up. Or, members can purchase needed supplies and turn receipts into Ed for reimbursement (will not be able to reimburse tax)
 - **Additional FAQs about this potential move can be found in the attached FAQ info. sheet document about this potential switch. Please review this document to be prepared to vote on whether or not to become an independent vendor in the OSU system or to become a 501 c 3 organization at the March meeting**

Committee Reports:

- **Children's Garden:** Laura Caple – Have been in contact with the Rec. Center about Summer programming for early June.

Looking for volunteers to help revise the curriculum

Zella – Terrie would like to thank Michael and Debi for their continued work on improving the garden projects; looking forward to new fencing next.

Zella – Goal this year is to donate at least 800lbs to CFI

Keep an eye out for future volunteer opportunities with the Children's Garden, such as a TBD work date to kill off grass area for future use. Please contact Terri if you are able to volunteer/help.

Donation Requests:

- Please save cardboard that can be used to lay down and kill of the grass
- Pollinator plants to place around the Children's garden to attract pollinators

Molly – Thank you for helping with the Children's Garden and donating produce to CFI. Molly sees the positive impacts these donations make on the community. CFI will be announcing 3 give aways on social media and Ed will also share via email. The give aways include free potato starts, seeds, and plant starts

- **Program Committee:** Laura – The February program will be about Water Gardening with Teresa Caldwell, March will be about Restorative Agriculture with Badger Johnson, and in April we will meet at Karen's house for a pot luck and touring her wildflower area
- **Newsletter:** Molly – Please share interesting stories about gardening that can be added to the News Letter. Or send Questions/Tips about gardening that can be shared with others.
Please send news letter content/ideas to Ed or Char Rae
- **Plant Sale:** Zella – If you plan on donating something to the plant sale, start propagating things now so that they are in bloom and attractive for sale in May

Will need volunteers to clean pots and plan for the Plant Sale

New/Other Business:

- **Banner:** Ed – Taking final internal (OSU) look at bids. Anticipates it will be ordered/ready by the next meeting
- **Other:** Karen – We have a new Facebook account. It will be a good place to share gardening tips and info., announce continuing education events and volunteer opportunities, etc. You can send Margaret content if you have any questions and/or content to post to the Facebook page margaretmayhoff@gmail.com

Also need to make award nominations for the annual MGv conference (nominations due by end of April)

Next meeting will be on March 27 on Zoom, which will hopefully be the last Zoom meeting before we start meeting in person again in April.

Meeting adjourned: at 7:10 pm and was followed by the program presentation on "Water Gardens" with Teresa Caldwell

Meeting minutes respectfully submitted by: Susie Schroer

Q&A

DEPOSITS

1. Who makes deposits to the Extension office account?
 - a. The Office Associate (Faye Wilson) and Ed Brown
2. What is the process to pay annual dues?
 - a. By Credit Card via go.osu.edu/athensexensionpayment
 - b. By check made payable to: Athens County Extension. Give to MG Treasurer who will then bring all checks in for deposit.

WITHDRAWALS

1. Who can purchase supplies?
 - a. MG Vols can purchase supplies and receive reimbursement. Typically takes 1 to 2 weeks.
 - b. Faye, or Ed, can order supplies through OSU approved vendors.
2. Who are approved vendors?
 - a. There is a list of approved vendors that we can print and go over with the group.
3. Who will access the tax ID number?
 - a. The MG Treasurer will have the number.
 - b. Obtain a tax-exempt card from Walmart in Master Gardener's name.
4. What is the process for member reimbursement?
 - a. Receipts can be brought to the Extension office Monday through Friday, 8:30-4:30.
 - b. Receipts are processed daily.
 - c. An itemized list of what is purchased, and intended use, must accompany the receipt.
 - d. The University cuts reimbursement checks every Wednesday.
5. What is the process to cover speaker fees?
 - a. Speaker fees, \$100.00 or less in monetary value, is processed by Faye, with checks being cut on Wednesdays.

COST SAVINGS

1. Insurance payments?
 - a. (Ed, this is the same as what we already pay for liability for volunteers) are handled by OSU Extension.
 - b. Special Event insurance can be purchased via OSU Extension if needed. Price will vary.
2. Sales Tax?
 - a. As an entity of The Ohio State University you will not pay sales taxes on purchases.