

## SEWMG Business Meeting Minutes

January 9, 2008

Members present:

President Judy Williamson called the meeting to order.

### Prior Meeting Minutes

Minutes of November 14, 2007 meeting were approved as read.

### Treasurer's Report

The treasurer's report accepted as submitted. This report is an annual report of expenses for 2007.

Budget information on the reverse shows the items that have fixed amounts. The Unauthorized Budget items are those that have been submitted but not approved.

Discussion about how to budget for State Fair volunteers ensued. 6 volunteers per shift at the discounted amount for tickets was decided on.

### Old Business:

1. Survey Committee – Survey is being tabulated there were 195 surveys returned from the online version and 30 came in written form. All responses will be in a packet at the office and a summary will be available at the next business meeting.
2. Financial Planning Committee – will meet next week to review budget items. John will send out requests for budget items that are missing from committee chairs. A budget proposal will be prepared and presented at the budget meeting on February 13<sup>th</sup>, for approval by the membership. The committee also reported that the size of the group has increased to get input from a greater cross section of the membership. The committee is also working on an ongoing budgeting process. A review is also being made of how non-budgeted items are requested and approved.

Two questions from the floor were put to the committee. The first was on proxy voting for the budget. A determination was made that proxy voting was for the vote at the annual meeting and votes on By-law changes. The second question was on sending out another reminder to members about the budget meeting. Final conclusion was to send a hard copy of Sharon Roy's e-mail to the members who do not have e-mail.

3. Membership Committee – Areas of focus for this new committee are:
  - (a) Members who have not paid dues for this year.
  - (b) Mentoring program.
  - (c) Member appreciation.
  - (d) Welcome of people attending meeting (greeters).
  - (e) Tables for the Volunteer Opportunity Fair at the Mixer

More volunteers will be needed to assist with all of these tasks.

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4. Conference Committee – First meeting of 2008 takes place later this month. Current work is focused on the web site and registration process. Current goal is to have the site up one week after POS repairs the site. We have 23 MGs from Iowa waiting to register.

### New Business

1. Audit Committee – The books for 2006 were reviewed and found to be in good order. The report is attached. The committee had several recommendations, including a professional audit on a regular schedule, and procedure with previous reports for succeeding years. A recommendation was made from the floor for more frequent professional audits than what was in the audit committee report. The budget committee, audit committee and executive committee will look to set policy and procedures for this.
2. President Judy Williamson is looking for someone to review Robert's Rules of Orders and serve as a resource for questions that come up at meetings. Judy will bring the abbreviated version to future meetings as a reference.
3. By-law committee – This new committee chaired by Ed Kraus will review our current by-laws and recommend changes. These changes will be brought to the general membership at a special meeting for discussion and approval. The committee needs several more members especially anyone with experience in by-law creation.

There was discussion from the floor on how committees are created and the need to have a larger number of people participating in various committees. The by-laws were reviewed and the executive committee is charged with forming committees as the need arises. It was agreed that committees should encourage participation by a wide range of members.

### Consumer Horticulture Agent Report - Sharon Morrisey

1. Happy New Year
2. Short Horticulture presentation on the signs of Golden Canker on Pagoda Dogwood. This disease has no cure and method that it is spread is unknown. Current solutions include proper site for the plant and pruning to remove any stems with signs of the disease.
3. General Training starts soon and committees are reminded that 5 minute reports about your projects are welcome. Talk to Sharon to get on the schedule.
4. This year's education focus is what Master Gardeners do in the area.
5. January 23<sup>rd</sup> program meeting will focus on education opportunities at the plant sale.
6. Business Cards can be requested from Ellen Blankenship. They are not to replace the Resource cards but give another way for Master Gardeners to identify themselves.
7. Sharon will be sending out a request for a chair for the CNI show in Franklin. Ideas for the booth are also being requested.

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8. Garden Project profiles and reports are due February 29th.
9. Send work days for the gardens to Ellen Blankenship to get them into the newsletter and on the website calendar.
10. Speaker's workshop is February 9th in the morning. Call Sharon or Ellen to register
11. Plant Health Advisor training is set for April 4<sup>th</sup> call Suzy Orth or Kristin Krokowski to register.
12. Pruning workshops are on March 1<sup>st</sup> at Kneeland Walker House, March 6<sup>th</sup> at the Sussex Village Hall (near Pauline Haas Library).and March 19<sup>th</sup> at the Franklin Library. Fee for MGs is \$10.
13. State Report featured the Lifelong Garden at State Fair.

### **Volunteer Coordinator's Report**

1. Ellen has sent many emails about volunteer opportunities. Check the e-mail list, or the phone message for current listing.

### **Announcements**

1. New clothing order will be in the next newsletter. Orders due by March 10.
2. January 30<sup>th</sup> program is at 9 with a speaker from the Penzy's Spice House.
3. Kay Costello's husband is ill and cards would be welcomed.
4. Maria is looking for help with the fence at the zoo garden.

Motion to adjourn

Respectfully submitted,

Sandy Manning