

**Master Gardeners of Bergen County
Board of Directors Minutes for
November 28, 2017**

Meeting was called to order by President Cooper at 5:35

Present at the meeting: Joseph Cooper, Carolyn Gretchen, Donna Faustini, Dennis Gretchen, Terri Pegg, Melody Corcoran, Hank Annunziata, Josie Ko, Karen Pennell, Miriam Taub, Patrick Lull, Serpil Leveen, Janet Schulz, Mark PENCHINAR, Donna Dorgan, Beverly Snyder, Suzanne Danzig, Donna Karpel, Karen Riede, Dorothy Penkalski

Presidents Report:

Happy to announce Dorothy Penkalski from the class of 2016 has agreed to be the Archivist Chair. Dorothy will be taking over from Barbara Johansson, and gathering papers being held by Cliff Gerenz.

Student Breakfast went well. About half of the Board was on hand to talk about committee positions. Joel was very nice to go into details on what the organization does and how the current class should look for opportunities to help. I received emails from several students requesting website access. Students were invited to join us at the meetings and Holiday Party.

Graduation was great, although there were only eighteen graduates, the room was packed with students, family and many Board members. In appreciation of the Class of 2017's volunteerism, the County Executive and Freeholders both gave beautiful certificates. The class of 2016 did a wonderful job with the buffet, especially with the desserts, I think someone has a serious sweet tooth. Hank did his usual magic organizing and cleaning up. And Albina's decorations were over the top.

Vice President:

Carolyn is perusing the 'Veteran's Project'. Patrick and Carolyn will be going to the Paramus Veterans Memorial Home to discuss setting up some type of workshop.

Recording Secretary:

Motion: Suzanne Danzig motioned to approve last months minutes, Janet Shultz seconded, and all were in favor.

Corresponding Secretary:

This was Serpil's last meeting Smadar Shemmesh. will be taking over this position. We thank Serpil for her dedication to MGofBC as corresponding secretary.

Treasurer's Report:

Opening Balance as of September 30, 2017.....	\$11,555.01
Income:	\$42.50
Expenses:	\$162.00
Balance as of October 31, 2017.....	\$11,435.51

***Motion:** Terri Pegg motioned that the treasurer's report be approved, Donna Karpel seconded and all were in favor.

Community Outreach Events and Volunteers:

Mark had nothing to report, but will look into who the others are assisting.

Garden Club Liaison:

Garden clubs are having their holiday parties but then nothing until February or March

Class Liaison:

Donna Dorgan reported that the class loved the breakfast that the board hosted.

Speakers Bureau:

Arnie was not present.

Writers Bureau:

Miriam was not present.

Publicity:

Patrick has been in touch with Denise and will begin to build a new Facebook website. The official name of our organization is 'Master Gardeners of Bergen County'. Patrick must be sure to vet all posts to Facebook first! Joseph would like Patrick to have a back-up assistant.

Hospitality:

MG Holiday party will take place next week at Van Saun.

Membership:

To date 34 members have paid dues.

Wiebke Hinsche also sent, with her dues, a donation check for \$100. from the Sun Dial Garden Club for a talk on "gardening with bulbs" that she lectured.

Newsletter:

Nothing to report

Website:

MGofBC.org website updated sections include: The Homepage, Potting Shed and Board & Committees pages, Shopping discounts, Meetings and Links, 2017 Students added as Master Gardeners to the online directory.

The current Homepage features the Holiday Party and request for volunteering for the event, November Potting Shed, updated 2017 Volunteer Reporting Forms, recognition of 2017 graduates and Joel Flagler.

Joseph would like to begin to train a new person to take on this responsibility.

Rutgers Cooperative Extension:

Karen reported that Joel was very pleased with the graduation and graduates were grateful. Thank you to Donna Karpel for making the presentation on recording volunteer and education hours. Some students wanted to know how to set up password for the webpage login.

RMGANJ:

TREASURER'S REPORT: Nick Polanin stated that there is a hold-up in the transfer of funds from registration partially due to the need to track down situations where the attendee had an email confirmation but did not show up as paid in the system. The final attendance number was 282 but there were some discrepancies.

PRESIDENT'S REPORT: Terry Zane reported that she was very happy with the October State Conference and felt it went very smoothly.

MASTER GARDENER'S COORDINATOR'S REPORT: Nick Polanin reported that with Dan Kuchinski's passing, the department is still in shock. There is a Department Meeting on 12/5, and a Coordinators Meeting 11/30. Nick will likely be assuming the chair position after a vote at the December meeting and will need to replace himself as State Coordinator. There will be a Celebration of Life for Dan on 11/18 at Kirkpatrick Chapel.

NEW BUSINESS:

Survey Results: MaryLou Monihan presented the results of the 2017 Conference Survey. The results vary with 80 percent generally pleased with the conference. Nominations for Treasurer and President were requested on behalf of the nominating committee Terry Zane reported that she would continue as Burlington representative to help with the transition. The responsibilities of the Treasurer's position are changing from an accounting position to a coordinating and organizing position because of the changes to the Rutgers system. Detailed accounting knowledge is not needed. Good organization and communication skills are needed.

Survey Response Analysis Report – 2016 Survey Brainstorming Activity. This survey, the results of which we reviewed a couple of months ago, helps us to hone in on what we are doing well and what needs to be enhanced. There are 7 topics assigned to 4 groups. 4 group leaders were appointed to work on 1-2 items from the survey.

The December Meeting is Pot Luck. and it was decided there would be a garden-related gift exchange instead of an auction.

Nominating Committee:

The following 2018 slate of officers will be presented by the Recording Secretary at the general meeting tonight for a vote.

President: Carolyn Gretchen

Vice President: Melody Corcoran.

Treasurer: Bruce Walenczyk

Recording Secretary: Suzanne Danzig

Corresponding Secretary: Smadar Shemmesh.

All officers will take office after installation at the regularly scheduled January meeting.

Sunshine:

Dennis will look into having certificates made for presentation to our 'Lifetime Members'.

Site Coordinator Liaison:

Next month the course syllabus will come out, so we can begin to schedule presentations for sites.

Tours and Trips:

The Riverkeeper would be available to give a tour. It was also suggested we consider Vineyards for tours.

Programs:

For January's meeting we have our very own Janet Schultz to discuss "Troughs". February's speaker is Arianna Linberg "Year in Vegetable Garden".

Volunteer Records:

Joseph has updated home page with excel sheets.

Archivist:

Suzanne will begin to send previous years minutes to Dorothy, so she can begin to add to the archive.

On October 31, 2017, Dorothy received, from Joseph Cooper, photos taken by Monique of Class of 2018 working at Baylor Massacre site in River Vale, NJ.

Old Business:

Online Volunteer Reporting, Management & Correspondence Ad Hoc Committee Report:

Miriam Taub, Terri Pegg, Donna Karpel and Joseph Cooper met to develop an outline featuring the scope of work. Joseph emailed the outline to Matt Frawley and set up an FTP (File Transfer Protocol) on the website for him to access files. He will be sending the invoice and agreement for the project. The work has started. Contracted website service provider for 3 years at a 50% discount, total cost \$99.

Patrick purchased a microphone for \$330.

New Business:

We began developing the "Lifetime Membership" designation 3 years ago. We currently have members who have fulfilled the requirements for this designation and 3 have recently passed. Donna Karpel presented the names of the members who achieved this designation; Barbara Johansson, Janet Austin, Cliff Gerenz, John Grill and Bob (Robert) Schneider. They will be presented with a certificate at our Holiday Party. Their names will be in the directory with this designation as well as the Potting Shed and we hope to have pins made for all recipients of this designation.

Donna will designate annually if we have members who have achieved this requirement. The Volunteer and Membership Chairs will present this achievement either at the Holiday Party or the January meeting or both. Our Publicity Chair will notify papers of these achievements. We should think of how we can honor them, ie, luncheon, pins, certificates, etc.

Meeting adjourned at 7:00pm