

**Master Gardeners of Bergen County
Board of Directors Minutes for October 20, 2020**

The Meeting commenced at 5:30 pm via ZOOM with Arnie Friedman and
Melody Corcoran as co hosts

Present at the meeting: Miriam Taub, Patricia Vellas, Jane Nicholson, Donna Faustini, Suzanne Danzig, Melody Corcoran, Karen Riede, Arnie Friedman, Karen Pennell, Terri Pegg, Janet Schulz, Autumn O' Shea, and Joseph Cooper

Presidents Report:

Melody Corcoran

Melody provided her written report as follows:

“Josie Ko was contacted about Trips and Tours. She thanked us for thinking of her but declined.

Karen Riede invited Passaic County MGs to our general meeting tonight but Cecelia Diaz again declined.

At last month’s general meeting, some people attempted to log in late after the program began but they were never allowed in. The co-host will need to keep checking for attendees for 10-15 minutes after the program starts.”

Vice President:

Suzanne Danzig

No report.

Recording Secretary:

Jane Nicholson

The minutes were provided by Jane Nicholson for the last meeting of September 22, 2020.

***Motion:** Arnie Friedman requested a motion to approve the minutes of September 2020 and Joseph Cooper seconded, all were in favor, none opposed.

Corresponding Secretary:

Miriam Taub

No Report

Miriam stated she received an acknowledgement from Karen Pennell to whom she sent a sympathy card.

Treasurer’s Report:

Pat Vellas

Pat Vellas provided a detailed Treasurer’s Report, summarized as follows:

| | |
|---|-------------|
| Month Ending September 2020 | |
| Opening balance as of ‘August 31, 2020..... | \$12516.61. |
| Total Income..... | \$ 0.00 |
| Total Expensed | \$ 150.00 |
| Closing balance as of September 30,2020 | \$ 12366.61 |
| | |
| Total Outstanding Checks..... | \$ 0.00 |
| Bank Statement Balance as of September 30,2020..... | \$ 12366.61 |

Pat noted that last year we made a donation to the Center for Food Action. A discussion ensued as to which charity and in what manner we should donate to a Covid related charity. It was decided that this year the Board would donate \$100.00 to the Center for Food Action.

***Motion:** Suzanne Danzig made a motion for the Board to donate a \$100.00 to the Center for Food Action. The motion was seconded by Arnie Friedman, and all were in favor, none opposed.

Regarding reporting income earned from the Speakers Bureau, Arnie stated that it should be recorded as a member donation as the Speakers are free to organizations but as the Speakers cannot ask for a fee for their services, they do ask that a donation to MG of BC be made on their behalf.

***Motion:** Terri Pegg made a motion to approve the Treasurer’s Report and Suzanne Danzig seconded the motion, all were in favor, and none opposed.

Old Business

Melody Corcoran

New website platform

Miriam and Arnie stated that they were still investigating websites and had nothing new to report.

Current website hosting and domain fees

Our website hosting fee needs to be renewed by Nov. 16th. Melody stated it can be renewed for 1 or 3 years and she recommended a 1 year renewal. However, the domain fees do not have to be renewed until March 21 of next year.

***Motion:** Arnie Friedman made a motion to pay Dart Logic a hosting fee for one year, Donna Faustini seconded the motion, all were in favor, and none opposed.

AV Equipment

Donna Faustini has not been able to contact with Patrick to secure the AV equipment in his possession. She will attempt to contact him again.

Hospitality Supplies

The Hospitality Chair, Sandi Liberti, said that she has secured all the supplies and is ready to serve us coffee.

Committee Reports

MG Class Liaison

Lorelei Koran

Not Present

Lorelei will be moving to another county and would like to remain with the MG of BC. The Board noted that she could remain a member but a change of address would be required for her profile.

Community Outreach

Karen Riede

Karen provided the following report:

“A request for MG participation for the Zoo Boo event at the BC Zoo was declined due to it being an in-person activity. BC Zoo expanded this event over two weekends—October 24 (rain date Oct.25) and October 31 (rain date Nov.1).”

Garden Club Liaison

Miriam Taub

No Report

Hospitality

Sandi Liberti

Sandy has received all the hospitality supplies and is waiting to serve us.

Membership

Terri Pegg

No report.

Newsletter

Miriam Taub
Janet Schulz

No report

Programs

Donna Faustini

As requested at the Board meeting, Donna has provided the following dates for the 2021 MG of BC Meetings:

Jan. 26

Feb.23

March 23

April 18

Sept. 28

Oct.19

Nov. 16

Tonight's general meeting's speaker is Michael Mitchell, "Winterizing Roses", the November speaker will be Carrie Buchman, "Orchids".

Publicity

Patrick Lull

No report, Patrick not in attendance

Rutgers Cooperative Extension Liaison

Karen Riede

" RCE Report to MG Association Board Mtg. 10/20/20
Joel Flagler

Rutgers Cooperative Extension continues to deliver excellent online training and outreach statewide which are innovative and effective at keeping Extension active and viable for our MG community and public.

Bruce Crawford is now posting a series "Plant of the Month" for NJAES/RCE. Please enjoy, share with your programs and volunteers, and promote this on your social media sites.

<https://njaes.rutgers.edu/plant-of-the-month/>:Salvia:A Sensational Plant for Autumn Color, October;
Helianthus: A Plant with a Sunny Disposition, September "

RMGANJ

Karen Pennell

The following report was provided by Karen:

“There is a new leadership at the Rutgers Office of Continuing Profession Education OCPE, Dr. Mark Robson is now faculty director.

They are moving forward with Master Gardener curriculum development on Canvas (online platform); review of curriculum by ANR faculty is targeted for December.”

Site Coordinator Liaison

Melody Corcoran

No report. Sites closed for remainder of year.

Speakers Bureau

Arnie Friedman

The Speakers Bureau is getting a number of requests from libraries. The newsletter has a list of these events. Some libraries may ask you to register if you wish to join their event.

Arnie is working with Jane to give her access to the Zoom recordings of the Board’s meetings. It might be available by the November meeting.

Volunteer Records

Autumn J. O’Shea

Autumn provided a written report as follows:

“Volunteer Reports Chair: meeting notes for Oct 20, 2020 board meeting for MG of BC

. Better Impact volunteer system is fully up and running, this will replace all and any yearly submission of paper records submit by MG of BC volunteer here and after December 31, 2019. Please ensure all any records are submitted through the Better Impact volunteer system. Any volunteer once the band Covid-19 is lifted and we return back to normal volunteer work can reach out to myself or Karen Riede for help using or inputting volunteer time.

. We have gone back and inputted records “hours” from 2010-2019. Into the system. With records hours from said years totaling 100,110.65 hours- that is a lot of community volunteering helping to beautify Our Bergen County! So far for 2020 volunteers have submitted 204.25 hours- just with basic housekeeping and running of MG of BC.

- A correction from past notes in person, on site volunteer work can only be submit for dates from Jan 1, 2020 thru March 12, 2020- after this date MG volunteer in person/on-site volunteer work was suspended by Rutgers.

- Karen Riede and I will have another training sometime in Nov 2020 on how to use reports and gaining a better understanding of how to use the system for better keeping of electronic records and getting the most out of the system.

- The teaching and administrator's hours can be entered for 2020-it shows the leg work of MG of BC and the work behind in keeping our Volunteer Master Gardener program going and ready us to restart in person volunteer work.

- All active MG of BC members should have created their profiles in the Better Impact System at this point.”

For MG Board members, Karen Riede provided further clarification as to the hours which they might consider entering into the Better Impact system . MG Board Members as well as the class of 2020 are being asked to enter volunteer hours from 1/1/20 through 3/12/20. On going, online activities such as MG Board meetings, MG State meetings, teaching for the Speakers Bureau Programs, the newsletter, and writing time for the Board minutes can also be entered into the system. The better Impact site can be found at myvolunteerpage.com

Autumn also encouraged the Board to enter our administrative hours as it served as good practice with the new system.

Website

Joseph Cooper

Joseph is engaged in updating programs and current events and is using Miriam Taub's Potting Shed as a resource. He is also updating links for the MG members. To clarify, you cannot use the Website screen to report volunteer hours. In 2020 the Better Impact system must be used.

A discussion followed regarding issues related to the difficulties members were having in reporting Volunteer hours. This issue was discussed in more detail with Melody Corcoran in "New Business".

New Business

Melody Corcoran

Zoom Voting Method

Karen Pennell provided Jane Nicholson with a script to assist her in introducing the candidates for the 2021 MG of BC Board at the general meeting. The Board discussed how the vote should be taken on

Zoom. It was decided that a quorum of 22 (20% of membership) would be needed and the counting would be done by an “Aye” and “Nay” vote which would be conducted by a raising of hands. As Recording Secretary, Jane would conduct the process but would be assisted by members assigned to count the vote. To facilitate the process, Arnie Friedman, Jane Nicholson, Sandi Liberti and Donna Faustini would serve as co-hosts on Zoom.

Melody also mentioned that our next general meeting on Nov. 17th will be earlier than usual and it should be announced at the general meeting.

Better Impact Volunteer Hour Reporting

Melody stated that there have been some issues regarding using the Better Impact system. Some had forgotten their username and passwords and had to reset them, others weren't sure whether or not hours could be recorded in decimals. Autumn said she could correct the decimal entries but it was best to enter time in 15, 30, or 45 minute increments. Karen Riede stressed the need for more training on the system. Autumn reiterated that it would be a good idea to practice on the system by entering our administrative hours.

Adjournment

***Motion:** Arnie Friedman made a motion to adjourn the meeting, and the motion was seconded by Suzanne Danzig, all agreed, none opposed.

The meeting was closed at 6:40 pm.