

Memphis Area Master Gardeners Executive Board Meeting Minutes

Date: Thursday, March 2, 2023

Start Time: 4:32 p.m.

End Time: 6:21 p.m.

Location: Agricenter Meeting Room

Board Members Present:

<u>Name</u>	<u>Title</u>
Jan Dickey	President
Steve Scheer	Vice President
Ginny Fletcher	Treasurer
Debbie Hill	Recording Secretary
Valerie Fitzgerald	Corresponding Secretary
Kelly Grayson	Junior Director
Martha Garner	Ten Plus Director
Kelsey Lyons	Senior Director
Barbara Culbreath*	Past President

Guests Present: Dr. Chris Cooper, Julie Morgan, Jan Orick, Jim Volgas

Presiding Chair: Jan Dickey, President

Minutes: Debbie Hill, Recording Secretary

*Absent

PART I ADMINISTRATIVE

- A. Call to order:** Jan Dickey called the meeting to order.
- B. Quorum:** A quorum was present for the meeting, and the meeting, having been duly convened, was ready to proceed with business.
- C. Review and Approval of Prior Meeting Minutes:** The minutes from the February 2, 2023, Board meeting were approved, as amended.
- D. Extension Report and Announcements:** Dr. Cooper asked the board to like and share posts from the Shelby County Extension since March is Extension Month. The sites are: Facebook - @UT and TSU Extension Shelby County, Instagram - @shelbycoextension, Twitter - @shelbyextension, and YouTube: @UT-TSU Shelby County Extension.

Chris met with Mary Lee Hood regarding the Speaker's Bureau. They discussed the need for classes on how to make a presentation. They need to address the lead time required with requests for speakers.

PART II BOARD BUSINESS

- A. Financial Dashboard:** Ginny presented the February financial report.

B. Corresponding Secretary: No report.

C. Directors: No report. Kelly Grayson advised the group that the Collierville Victory Garden will have a work session Saturday, March 18, 9 a.m.-noon, weather permitting.

D. Vice President: The speaker for March is Bart Jones who will discuss “Counting on Butterflies: An Introduction to Mid-South Butterflies and the North American Butterfly Association Count Program.” Bart is an Associate Scientist of Infectious Diseases at St. Jude and a past president of the Tennessee Native Plant Society.

E. Suggestion Box: No suggestions.

F. President: Jan Dickey advised the board to keep a copy of the 2023 budget available to consult throughout the year. We reached a threshold with our electronic mass mailings where we’ve gone to a higher cost. Using Discretionary Funds and the Public Relations budget, we could pay for Mail Chimp at a reduced rate since we’re a non-profit. An issue is purging our mail list. Jan will discuss Mail Chimp options/issues with Ashley Burnett.

Master Gardeners Presents was a success with the most ever participants (239 plus volunteers) The committee needs two more members. Contact Jan if you know anyone willing to serve. The Collierville Food Bank received 1,000 lbs. of food plus \$100 from donations from Master Gardeners Presents and the Christmas Party. Note: Donations went to the Collierville Food Bank because the Memphis Food Bank only takes cases of food.

Jan would like to put together the Nomination Committee now, so that they can begin searching for candidates for the 2024 Board. The by-laws require five members. The board selects the nominating committee, and the nominating committee selects the chair. Jan would like a current board representative, a past president and/or a member from each director’s group to serve. The board will bring 1-2 suggested names to the next meeting (ask them before you select a name).

Before October, the board will review their position descriptions in the by-laws on the website. The descriptions are limited so use the Standing Rule Order for job details. This will ensure consistency.

Volunteers are needed for the Education and PR Committees. The Education Committee sponsors Gardens in Progress and Share and Learn. The programs help master gardeners in public speaking and putting together presentations. Contact Ginny to volunteer.

The website review committee, consisting of Laura Thomas, Mary Wade and Valerie Fitzgerald, is under way.

The survey is ready to be formatted by Kelly. Members should complete it on-line. Only people who do not use computers should complete it by hand.

The directors will send a separate email about Spring Fling.

G. Website: No report.

H. Membership: No report.

I. Parliamentarian: Jim Volgas discussed how to amend a main motion. If you of someone to assist Jim as parliamentarian, contact Jan.

Adjournment: Jan Dickey, President, declared the meeting adjourned.

Next Board Meeting: April 6, 2023

Debbie Hill, Recording Secretary

Jan Dickey, President