

# Pulaski County Master Gardeners

## Executive Board Meeting

March 19, 2024

**Call to Order:** The board meeting was called to order by President Sara Jordan at 10:00 a.m. Members present were Sara Jordan, Pam Abrams, Carol Mendel, Andy Kessel, Arlene Sevilla-White, Susan Rose, Melody Parsley, Ann Griffin, Denise Devlin, Deeana Montgomery, and Derek Reed. Michele Wasson was absent.

**Minutes:** The minutes of the February meeting were presented by Deeana. Andy moved that the minutes be approved, and Carol seconded. The board approved the minutes by vote.

**Treasurer's Report:** Andy presented the treasurer's report. He noted that the new printed training books are being sold at meetings and the county office for \$50. Melody moved that the treasurer's report be approved, and Deeana seconded. The report was approved by a vote of the board.

**Assistant Treasurer's Report:** Arlene presented the report. Sara proposed that the board set forth a clear schedule of important dates for deadlines for the members including dues deadlines. The manual states that dues of \$20 are due by May 1 and increase to \$30 after May 1. Arlene and Melody suggested reminder letters to members. Melody suggested establishing a date when members would be dropped from membership for non-payment of dues. Sara suggested that we publicize all due dates and if necessary, revise the volunteer manual. Derek suggested that dues are considered delinquent after September 30 and a member is subject for removal from membership. Derek and Arlene suggested reminders to non-paying members in May and a final letter in August with a drop from membership on September 30. The bylaws have provisions for unusual circumstances. Derek noted that 254 members have signed up for Constant Contact, our new method of communicating all important data to members. Carol noted that she contacted members lacking required education hours, and most of them said they were unaware of the requirement or forgot. Carol moved that we accept new criteria for dues payment, but after discussion Carol withdrew the motion and Melody will prepare a chart of important dates. Derek reported that he has offered probation for failure to comply with hours. Members on probation are required to complete 40 hours of work. Other deadlines in effect include Leave of Absence requests by the November regular meeting and recording of hours by December 15. The manual shows that leave of absence extends until the end of the year granted and must be renewed if necessary. There are other important deadlines concerning awards and other matters. Sara and Melody will work on a calendar of deadlines for members and another for the board. Derek and Andy will be available following the general meeting to sign up members for Constant Contact. No vote was needed on these suggestions currently.

**Reports - Projects:** Pam reported on an excellent meeting for chair and co-chair training. Some of the difficulties expressed were concerns about aging and disabled members, poor support from hosts, and needing new members. Pam gave the board an information sheet outlining problems and opportunities experienced on our projects.

**Committees:** Derek presented a standing committee report for Michele. The report outlined detailed information on committees. Busy Bee Committee will continue to offer dremel services

in the lobby following meetings. The Event Committee is looking for venues. The Facebook/Photography committee needs more members. The Recordkeeping Committee has added a new member. The first issue of the revised Magnolia Chronicle was released March 1. The next issue will be released May 1. The training committee noted that Randy Forst has prepared a list of all responsibilities of county agents for training new members. The Travel Committee has planned a Memphis trip for April 22. The Continuing Education committee will present a seminar on April 18<sup>th</sup> entitled "How to Convert Your Yard to a Native Place". Derek suggested that the charge should be \$15. Carol moved that the board approve this event, and Andy seconded. The motion passed by vote of the board.

**Pest:** Carol asked the board members to attend the PEST visits to the projects. She presented the schedule of visits for the year.

**Member-at-Large:** Denise presented information about the scheduled workday at St. James United Methodist Church. She has worked with member Patti Womble and scheduled the workday for Monday, April 15 from 8:30-11:30 a.m. She will have signup sheets available in the lobby following the general meeting.

**Unfinished Business:** Important dates and deadlines were discussed previously.

Previous email to the board from Sara on February 4, 2024, asked for a vote to approve funds for a donation to the state conference per request from Randy Forst. The board approved sending \$1200 (\$1000 for state convention and \$200 of our budgeted \$400 for MG awards) by email vote.

**New Business:** The upcoming Continuing Education seminar was discussed previously. Dates for the fall training class have been set by the state. They will be October 23 and 30 and November 6,13, and 20. We will switch our annual new member reception to January 2025.

**Leave of Absence Requests:** The board received requests from members Lisa Johnson and Susan Reasoner. The board approved both requests by vote of the members.

The board meeting was adjourned at 10:52 a.m.

Respectfully submitted,

Deeana Montgomery

Board Secretary

