

## MINUTES OF THE MASTER GARDENERS ASSOCIATION OF BC COUNCIL MEETING

Thursday, Feb. 14, 2008

1:00pm, Cedar Room, VanDusen Gardens

**PRESENT:** Lynne Christmas, Ron Fawcett, Leslie Ingram, Dana Richardson, Penny Koch, Linda Sears, Barry Roberts, Diane Hartley and special guest, Jack Grant

Regrets: Janet Sawatsky, Susan Lazar

**Note: the letters MSC used below stand for Moved, Seconded, Carried**

Pat Taylor did not attend to make her membership report as the report is not yet complete.

To accommodate Jack's time restraints council moved this item to first place on the agenda.

**6. c) Implementation committee:** Barry Roberts is to chair this committee which will include Doug Courtemanche, Janet Sawatsky, Linda Sears, Lynne Christmas, Ron Fawcett and possibly Jenny English. Jack Grant as chair of the Education Evaluation Cttee will work with the Cttee on developing an Education Standards Document and will start with the development of a method for evaluating the existing basic training. Lynne is developing a Letter of Affiliation to be used with all new groups.

Discussion:

-Jack: the education cttee is sending out a survey to approx 45 key people to get an idea of how to build an evaluation model for basic training. There is a need to develop a basic training program based on a learning outcome model, e.g. each module has a specific learning goal, when you have finished this module you will have learned X. The volunteer aspect of the program is essential and MGABC will likely be responsible for running the volunteer component of the training program as new chapters are formed to ensure that it happens.

-Barry & Lynne: people from the existing chapters must be included in all stages as well as others currently involved in presenting the training program

-Linda suggested that the current manual could be modified to reflect a learning outcome model; we need to be careful that we do not get into rewriting the entire training program.

-Dana suggested that MGABC should have all of the material for the setting up of a chapter compiled into one manual which we would offer to prospective new chapters for a fee. Jack and his Cttee will meet again Feb 25 to work on the structure of this new Cttee which will develop the training module

**1. Correspondence/Reports:** Thank you email from Pam Harrison

**2. Treasurer's Report: (attached)** there was a lengthy discussion of the proposed 2008 budget with the amounts of some items increased and some items added. Ron suggested that we should be looking at grant applications as a method of fundraising; he will look into this further with Dana. Ron will rework the reporting of our financials to reflect the separation of Provincial body expenses from the VanDusen Chapter expenses. It was m/s/c (Ron/Dana) to ask Leona Sabbiden, CGA, of Langley to scrutinize our financial records as at Dec. 31/07 and report to council, no costs will be incurred. It was m/s/c (Ron/Leslie) to present a balanced budget of \$32,000 to the members.

**3. Minutes of previous Council Meeting:**

Minutes of Dec'07 Council mtg approved m/s/c Linda/Barry

Minutes of Jan'08 Council mtg approved m/s/c Leslie/Penny

**5. Old Business:**

a) Leslie working on P&P review and Members Handbook. Barry & Lynne met with the Victoria group.

b) Division of Duties: reviewed and changes made, Diane will send out final to council members.

c) – no discussion

d) Prince George is sending a delegate to the Spring Seminar and a meeting will be held on Saturday prior to the seminar.

e) The Victoria group is putting together the education material for the Spring Seminar and seems very enthusiastic about being involved with MGABC.

f) Leslie has emailed a Table of contents out to council members and asked for assistance with collecting copies of all business documents & material pertinent to the Policy & Procedure manual she is working on. Many P&P documents are embedded in minutes or have never been completed. Council feels this is an important project to have completed in view of our plans for the future. We must have a comprehensive P&P manual to present to new chapters. Leslie will send out lists of documents she needs help finding to council members.

g) Council reviewed the draft Member's Handbook which Leslie presented, and requested a bit of time to review it further. All suggestions for changes are to be submitted to Leslie by Sunday, Feb. 17.

h) Lynne reviewed and council approved the list of complimentary tickets for the Spring Seminar. Even if the invitees do not come, they appreciate the invitation.

i) Lynne asked council for input on the distribution of profits from Seedy Saturday. A decision will be made after the Spring Seminar.

#### **6. New Business:**

a) Discussion of the purchase of a projector was tabled. VanDusen has a new lapel microphone that works very well.

b) Discussion of the registration of our dogwood logo and name. Council decided to proceed with registering these as a way of creating an image of MGABC separate from other "Master Gardener" organizations. m/s/c (Dana/Ron) to spend up to \$1,000 to register our dogwood logo and initials MGABC.

#### **7. Any Other Business:**

a) Linda Sears: cannot attend the BC Council of Garden Clubs meeting on March 29. Leslie volunteered to go in her place.

b) Linda Sears: Leslie Welch, a member of Friends of the Garden at Thompson Rivers University in Kamloops is working to start a chapter of MGABC.

**Meeting adjourned at:** 4:10pm

#### **Handouts attached:**

Financial Statements

2008 Budget

Susan Lazar report on Speakers, etc for 2008

Award Policy & Procedures, 2008

Member's handbook draft

Thank you from Pam Harrison

Education Program Guidelines for setting up

Prince George letters, etc.

Proposed Bylaw changes

Digital project proposal