

MINUTES OF THE MASTER GARDENERS ASSOCIATION OF BC PROVINCIAL COUNCIL MEETING

Monday, November 10, 2008

9:30am, Floral Hall, VanDusen Gardens

PRESENT: Lynne Christmas, Linda Sears, Susan Lazar, Ron Fawcett, Dana Richardson, Barry Roberts, Leslie Ann Ingram, Pam Harrison, Diane Hartley
Regrets: Linda Derkach

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

1. Minutes of Council Meeting of October 14/08: m/s/c as amended (Susan Lazar has nothing to report "at this time" was added to section 6a) Diane/Dana

2. Treasurer's Report: (attached) Financial Statements accepted as presented m/s/c Susan/Pam Cheques report accepted as presented m/s/c Linda/ Penny. Ron presented proposed Provincial and Vancouver Chapter budgets for discussion. BT & AT programs are not included in these budgets because the funds are kept in separate bank accounts under the auspices of the programs. Ron posed the question "how do we deal with chapter finances as regards to CRA reporting?" It was decided that all chapters should provide a financial report to the Provincial Treasurer annually, the format of the report will be determined by the Finance Cttee in 2009. Ron reported that our 2007 financial report filed with CRA was accepted.

3. Correspondence: Lynne received an invitation from Volunteer Vancouver to join their association. Council decided against it at this time. BC Council of Garden Clubs publication and newsletter were received and given to Linda Sears.

4. Committee Reports: a) Education Standards Document. Jack Grant was not in attendance despite repeated requests from Lynne. Pam Harrison presented the Executive Summary document developed by VIMGA
b) Implementation Committee. The members of the committee are Doug Courtemanche, Janet Sawatsky, Lynne Christmas, Linda Sears, Barry Roberts, Jack Grant, Ron Fawcett & Jenny English. The Cttee has not had a meeting to date. Barry reported that the barriers to the committee getting on with the job are the lack of an education standards document and the recently completed nominations. A lengthy discussion ensued: Linda Sears – "the Cttee must address the issue of representation on council and that the Cttee must be linked to several areas of responsibility such as the Bylaws Cttee, Nominations Cttee, Education Cttee in order to ensure continuity of policy". Susan – "A small Cttee should review the policies and procedures with regards to issues of chapter and provincial responsibility" Leslie – "willing to pull together the areas of policy which require more attention and work with regards to implementation" Linda – "there must be a clear time line for separation of Vancouver Chapter and Provincial Council. Pam – "asked if council members should be linked to chapters" Discussion concluded that the Implementation Cttee should meet (a replacement for Janet Sawatsky is needed). Pam volunteered herself and/or Linda Derkach. Leslie will facilitate the discussion and the Cttee will determine their mandate and elect a chairperson. Barry will organize the meeting.

c) Spring Seminar. Speakers and the venue are booked, the silent auction is organized, but needs items to auction. Box lunches are organized. Advertisements are in for the VanDusen Bulletin and the MG Newsletter, Janet Fraser will arrange ads in local papers, etc. Registration forms will be on the website and registration will be by mail only to Ron Fawcett's home address.

5. Old Business:

a) 2009 Objectives. A draft of the goals for 2009 has been developed and the new council will prioritize those goals when they meet in January

b) Gardenwise Advertising. m/s/c Linda/Ron that the Gardenwise colour advertisement circulated to council by email be accepted.

m/s/c Linda/Ron that the Gardenwise add presented by Susan be accepted as amended (Dana suggested that the points made should be in bullet form rather than paragraph)

c) Fact Sheets. Barry reported that TD Friends of the Environment Foundation has been approached for funding of the fact sheets as the sole sponsor.

d) Policy & Procedure Manual. Leslie presented several outstanding questions what must be answered before she is able to complete the manual. The questions are attached and only the answers will be provided here.

1. refer this question to the Implementation Cttee
2. refer this question to the 2009 Council
3. non-officer members of council will be called Directors
4. bursary for basic training is a chapter responsibility
5. Outstanding Service Award will be a chapter award and the Award of Merit and Long Time Service will be a Provincial Council award.

6. an Honorary Master Gardener is an award recommended by a chapter, but decided by Provincial Council.
7. Pam and Leslie will write a draft travel policy for the 2009 Council
8. each chapter will submit a report to the Provincial Council for inclusion in the Annual Report.
9. refer to Membership Cttee with recommendations. Leslie will work with Pat Taylor to separate the chapter/provincial responsibilities.

10. chapters are responsible to inform mgadmin of changes in member's details. Vancouver Chapter can decide whether or not to continue telephoning members who do not have email addresses. VIMGA has a system where the member who does not have email is responsible to find a buddy who will pass on information.

11. the general policies & procedures of the operation of clinics are a Provincial Council responsibility, but responsibility for the day to day running and setting up of venues rests with chapters. It is appropriate for chapters to share the resources of an overall clinic coordinator.

A Finance Committee of 3 – 5 people will be established in 2009 to develop a charitable donations policy and to establish account reporting procedures for chapters and training programs.

Approval of new and changed policies will be voted on at future meetings starting in December. Council members should think about how the P&P Document will best be distributed.

6. New Business:

- a) Agenda for AGM on Nov.12 decided
- b) Council has often discussed the importance of communication in our organization and decided to designate a Vice President on the 2009 Council as responsible for Communication.
- c) The MG Calendar for 2009 must be split out into chapter and Provincial responsibilities. This will be referred to the Implementation Cttee.
- d) The agreement with VanDusen is complete and just waiting signatures. VanDusen has agreed to give MGABC \$1500 for printing of brochures and PIL business cards.

Meeting adjourned at: 12:50pm

Handouts attached:

Financial Statements
Cheques issued report
Vancouver Chapter Income Statement
Provincial Income Statement
VIMGA Executive Summary-Education
MGABC Goal Setting for 2009
Gardenwise Ad
P&P changes & questions
MGABC proposed Finance Cttee