

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

Tuesday, April 14, 2009

11:00 a.m. Cedar Room, VanDusen Gardens

**PRESENT:** Barry Roberts, Linda Derkach, Pam Harrison, Penny Koch, Ron Fawcett, Linda Sears, Heather Nielsen, Susan Lazar, Leslie Ingram, Lynne Christmas, Wendy McIntyre, Jan Hemming

**REGRETS:** Sheila Malbeuf,

Note: the letters m/s/c used below stand for Moved, Seconded, and Carried

1. a) Call to Order – Barry called the meeting to order at 11:06a.m.  
b) Adoption of Amended Agenda (additional item BC Council of Garden Clubs- Linda S)( #1)  
c) Approval of Minutes from Mar 10/09 m/s/c Wendy / Linda D.

### 2. Treasurer's Report

**Ron Fawcett**

a) Ron spoke to financial statements:

**Income Statement as @ Mar 31, 2009**

**Balance Sheet as @ Mar 31, 2009**

Question why 'clinic costs' are not in Vancouver Chapter statements. This is an oversight and Ron will remove clinic exp. from Prov. Income Statement.

Linda S. said her Summerland re-imburement was for MG Badges and membership fee to BC Council of Garden Clubs. ( New Graduate Badge Costs may be reimbursed by MGABC for 2009 and onward)

**To accept financial statements as @ Mar 31, 2009 m/s/c Lynne/ Jan**

- b) **Charitable Giving-** Draft policy needed by Finance Committee  
Policy needed re: receipting- Ron to liaise with Leslie to format properly  
CRA mandate requires that MGABC receive funds ( cash, cheque, draft) , VP of finance issues tax receipt, affiliated chapter then receives chq. from MGABC.  
Info needs to be added to Policy and Procedure manual to keep transparency. \* **Next Agenda**
- c) QB Community Garden  
Discussion of charitable donation re, monies to be used for fence.  
Protocol needed; proper paper trail.
- d) Ron discussed matter of consolidation of ATP accounts. Finance Committee recommends that Liz Cook, Treasurer of ATP join Finance Committee. Liz, as Chair of Vancouver Garden Club, is not in a position to do this at present but may when her term is over.

**MOTION THAT the recommendation of the MGABC Finance Committee to invite Liz Cook to become a member of said committee be adopted by MGABC Council m/s/c Ron/ Leslie**

### 3. Review of Progress to Date:

a) MGABC Council Members as @ April 14/09:

Geographic shuffling: Move Sechelt from Victoria to North/West Vancouver/Bowen Island, Victoria will have south Gulf Islands; VIMGA will have north Gulf Islands  
Implementation Committee will look at filling council vacancies

b) **Communications Plan** – Jan

Jan ran through summaries; pointed out that as it stands now Heather is the VP of Communications.

2 different Target Audiences: our members and the public  
MGABC as an entity needs to be out there for the public to see.

Discussion of facilitating all Provincial communications.

Each Chapter has 1-2 pages in Provincial Newsletter. Prov. Council will take all voices from all Chapters. Linda S. said how new Policy and Procedure manual has been well received by Summerland Chapter.

Discussion of merits of including students in communications as soon as they sign up, removal is possible if they do not pass.

Respectfully submitted, Heather Nielsen, Secretary

3. Cont.

**MOTION THAT Provincially, each new student is immediately added to our membership list.**  
m/s/c Susan/ Leslie *with 3 abstentions*

**Summary:**

1. We need a Communication Plan- what are components
2. We need a Team in place
3. Jan will continue to work as Communication Chair.
4. There was agreement in principle that a budget will be needed.

**4. Plans for 2009 AGM ( Mary Winspear Centre/ Sidney) Susan/ Jan**

Discussion of theme, budget, how to attract 200 people. Wow factor needed  
Events may include tour/lunch, social, speaker. Sponsor or partnership for speaker?  
Plan is to complete business elements in advance- advance voting- look at By-Laws  
Short Business Meeting, Speaker portion open to public – help to defray costs  
Centre has lit reader board to allow us to advertise/ celebrate our event/ invite public.  
Focus on celebrating MGABC: why would you want to belong, why we are different?  
Bookmark promo to announce event

**Chapter Vote on attendance needed by JUNE**

Ron asked about a budget for this event. Jan reported a cost of \$748 for the venue (seats 800) including sound technician and use of kitchen, plus costs for minimum 200 people.

**MOTION THAT a maximum of 3K be budgeted for the November 2009 AGM**

m/s/c Lynne/ Linda

**5. Spring Seminar: plans for March 7, 2010, (March 13, 2011) – Lynne**

Lynne advised on speaker options: Jennifer Trehane: world renowned camellia expert,  
Alexander Reford, director of Les Jardins de Métis/Reford Gardens and Clearview Clematis.  
Speakers need to be booked well in advance of events as they are in demand at many venues.

Council agreement on booking Jennifer Trehane and Alexander Reford. Clearview Clematis could be invited to a Vancouver General Meeting

Linda S. wondered about a local Rose specialist follow-up to Rose Festival ( Brad Jalbert?)

Discussion of Spring Seminar committee: Lynne, Jan, Susan

Raffle- spring seminar comment received that silent auction is too expensive , perhaps a raffle would be possible? Raffle would need a special license- matter has been tabled

**6. MGABC Poster or Banner \* – Lynne**

Lynne advised the group on cost estimates of 3 styles of retractable banners. Quality and pricing need to be addressed. Lynne to report back to council. \* Susan needs banner from Barry

**7. Annual Report Compilation – Lynne**

Lynne told council these documents should report accomplishments- not detail how it was done.

It should be a compilation of Committee & Chair reports: tell what you did with any funding and list any donors.

Linda D. asked if she would be required to write a report for the Education Committee. No

Lynne wondered if council wanted personal profiles.

Susan thought Chapter meeting info eg. who was speaker, who attended, etc. might be useful  
committee info needed by May 5<sup>th</sup> on activities from Jan 1/08 through Dec 31/08

**8. Field Guides/ BC Home and Garden Guides – Lynne has Field Guides available**

**9. Resignations**

Terry Dixon - has new job and cannot fulfill council responsibilities.

Newsletter Editor Ann-Marie Metten to resign after June Newsletter:

Penny will contact Ann-Marie to obtain draft of job description to be sent out via MG Admin

Respectfully submitted, Heather Nielsen, Secretary

## 10. Chapter Reports

### Summerland- Linda Sears

all Kelowna students passed with 85% or better

Discussion underway re revision of BC Supplement: suggestion that all Training Coordinators be members of MGABC Education Committee to ensure consistency, content and quality.

Recent Mar.21 Spring meeting and sign-up a success:

- featured local soils expert leading a “Soils Analysis Workshop’ which surprised participants with their soils’ sand content.
- certificates and badges to 5 new MG’s ( out of 12)
- Clinic venues to be posted on SOG website

June 5 Fundraiser/ Kelowna – 80 seats @\$20 – topics: Irises, soils and mason bees.

More demand for speakers & involvement in community projects

Field Trip plans to Elysium Gardens and others

Composting Workshop- promoting self-ed hours through learning routine then in turn teaching it.

Website: Linda working on updating info @ SOG and MGABC info links

### Vancouver Island- Pam Harrison

New facilitator needed by Van. Island U. input has been solicited

Executive and Area Rep positions difficult to fill

Recent Spring Education day a success – this year was a smaller event but well received with local speakers: Karen York-therapeutic gardening, Sharon Hanna on school gardens, Kel Roberts - fire proofing your garden and an inspiring fruit tree grower from Sidney.

23 New students have passed the course and joined VIMGA

### Victoria- Jan Hemming

Hope Hilliard is chair of Education Committee

April ‘mock clinic’ held for students a success

Upcoming meeting scheduled with Education Partner HCP to implement curriculum review. Fall class slated for September

Victoria contact for Website redesign is Erin Moriarty

GM May 15<sup>th</sup> – Volunteer Fair , plant sale, fundraiser

Jan apologized for any delays on e-mail discussions as she is trying to keep things transparent and must communicate with her council before responding to us.

### Vancouver – Susan Lazar

45 people have finished BT – passing # unknown (3 people came from USA for BT)

Susan is happy with Chapter Events Bulletin sent out by Penny

April GM with Gwen Odermatt from Great Plant Picks followed by our own Council who will be putting on a clinic refresher.

Container Planting Demos at upcoming VBGA Plant Sale

**2nd Chapter Bulletin- Penny Koch** : Penny will be accepting updates at month end

### Prince George- N/A

## 11. Speakers Group Policy – Linda Derkach

Dialogue of ‘ Discussion Paper: Plant Sales by MG’s at Speaking Engagements’ (#11)

Jan advised Victoria does not want this as a blanket policy from the Council as they have an existing policy that they cannot sell anything.

Linda S. pointed out the mixed message of allowing MG’s to advertise their business on our website “ Green Pages” ( **May Agenda**)

This problem only seems to exist at Vancouver Chapter level

Respectfully submitted, Heather Nielsen, Secretary

Barry said we now have 17 speakers for our speaker group and will get on with fulfilling our mandate of 'Educating the Public' but wondered how speakers were to be reimbursed for expenses.

Linda recommended this be dealt with at Chapter level

12. BTP Standards and requirements

Linda D, Pam Harrison Robin Rance, Margaret Walwyn are the Education Committee members  
The Appendices will contain helpful material from the Chapters on information sessions, screening, Mentors, etc.

Discussion of what form this info should take: 3 ring binder, electronic disk, website file.

Jan suggested policies should be available on website

13. Education Committee- project plan- Linda Derkach

Linda said she would defer on this plan until next month, and will continue to work on the results of the questionnaire on "How we are fulfilling our mandate"

Discussion of Education Hours

14. Canadian MG Curriculum Group - Barry

Barry told the group he had received communication from Vanessa Young from Saskatchewan regarding a course offering a 2 hour program with an MG certificate at the end of it. Vanessa wanted overview of what happens in BC.

15. BC Council of Garden Clubs- Linda S.

Linda advised council of scholarship funding through BC Council of Garden Clubs and also of their Semi-annual Meetings.

It was decided by council NOT to contribute to the scholarship fund but agreed that we should contribute something to their semi-annual meetings.

16. Discussion on the importance and sustainability of monthly meetings.

Barry said that perhaps after summer break council could look at quarterly meetings

17. Adjournment: There being no further time the meeting was adjourned at 2:58 p.m.

Next Provincial Council Meeting will be held Monday May 11 @ 11:00 (FYI this was booked in 2008)

*Handouts attached*

Agenda

March 10, 2009 Minutes

Financial Statements:

**Income Statement as @ Mar 31, 2009**

**Balance Sheet as @ Mar 31, 2009**

Communication Plans:

- Communications Portfolio Executive Update Feb 12
- Draft Communications Plan- Project Plan
- 10 Steps of the Draft Communications Plan

MGABC Provincial AGM Plan – Mary Winspear Center Nov. 26, 2009

Discussion Paper: Plant Sales by MG Speakers March 15, 2009

Respectfully submitted, Heather Nielsen, Secretary

Minutes of MGABC Council Meeting 04/14/09

2010 Meeting Schedule Calendar

Respectfully submitted, Heather Nielsen, Secretary