

**MINUTES OF THE THE BOARD OF DIRECTORS OF  
JEFFERSON COUNTY MASTER GARDENERS, INC.**

**MEETING HELD January 9th, 2023**

A meeting of the Board of Directors of Jefferson County Master Gardeners, Inc. was held by Zoom on Monday, January 9th, 2023.

**PRESENT:**                    **Amy Weis, President**  
                                 **Hana Berres, Vice President**  
                                 **Richard Smith, Secretary**  
                                 **Linda Massey, Director**  
                                 **Katherine Harper, Director**

**ABSENT:**                    **Darwin Bell, Director (Past President)**  
                                 **Debra Clisby, Treasurer**

constituting a quorum of the members of the Board of Directors of this corporation; notice was given on December 29th.

Meeting was called to order by President & Chairman, Amy Weis at 7:07PM.

**Urgent New Business**

Before getting into old business, she announced that 20 minutes before the meeting started she received an email from Debra Clisby resigning from the Treasurer position effective immediately. Debra gave no explanation for this decision other than she felt pressured to do it and she only wanted to garden. Amy replied to her email and attempted to call and find out if she was resigning from the Board completely and all other commitments such as the Membership Drive, but will have to wait till she can get a hold of her. In lieu of this, Amy will lead the Budget Discussion tonight. Amy stated that she has asked Terri Barker to help in the interim until a new Treasurer is found. Amy asked Richard and Linda if they would help with the sign-in table. Hana also offered to help. Amy will bring sign-in sheets and collect checks at the end.

**Approval of Minutes from December 29th** was carried over until Richard sent them to the board to review.

### **OLD BUSINESS:**

#### **Quotes for Proxy Companies, Amy Weis**

Carried over from December 29th. Amy announced that she had not yet received quotes and would need to carry this over.

#### **President's Committee Appointments, Amy Weis**

- Auditing - Terri Barker, Jan Street, Rick Cybulsky, Gary Walker
- Awards - Ken Hall. One person committee.
- Communications - Kathy Rostand - Roots and Shoots Editor and Constant Contact; Richard Smith - Webmaster; Amy will also help with Constant Contact Person (Email blasts); still need a social media person
- Community Service - Marian "Bunny" Fite, Laura Kezar, Cathy O' Sheal, and Bethany O'Rear as adviser
- Fundraising - will focus on a Farm to Table this year - Darwin Bell, Amy Weis and others - TBD - Bethany will also advise as the Farm to Table is her idea.
- Governance Documents - Need three MGs - TBD
- Hospitality - Ruth Varnell, at least one other helper - TBD
- Membership - Focusing on Membership Drive this year and will help to man table at upcoming meetings while Treasurer is vacant. Amy Weis, Darwin Bell, Fletcher Harvey, Gary Walker, Katherine Harper, Kathy Sherrer, Ken Hall, Laura Kezar, Linda Massey, Richard Smith, Terri Barker, {pending - Debra Clisby}
- Program Committee - Hana will not appoint a 2023 Program Committee
- Sunshine Committee - Jennye McCreary. One person committee.

### **NEW BUSINESS**

#### **Request to Table at Salamander Festival**

Amy announced that she had received a request from the Friends of Shades Creek for JCMGA to have a table at the Salamander Festival on January 28th in the Homewood High School Auditorium, and that she had spoken with Bunny Fite of the Community Service Committee who agreed to do

this. Amy will be there for some of the time. Director Kat Harper offered to help as well.

### **2023 Program Schedule**

Vice President, Hana Berres gave an overview of her plans for the 2023 Programs included herein as Exhibit A, which she is still working on. No vote was taken as it was still a work in progress.

### **2023 Budget**

Before the discussion on the full budget ensued, Amy acknowledged a request from Hope Long in the BBG Library for printing. Amy asked Director Linda Massey who had been in contact with Hope on this request to lead the discussion. Original email included herein as Exhibit B.

A discussion ensued regarding the 2023 Proposed Budget Terri Barker prepared in December 2022 included herein as Exhibit C. This budget was tentatively approved by the 2022 Board at their December 13th Board meeting and passed on to the 2023 Board. This was carried over from the 2023 Board's December 29th Meeting because the budget had not yet been shared with everyone. Immediately, after that meeting the budget was shared with all and board members have since had approximately 11 days to review. Some revisions were made as outlined below:

- **EXPENDITURE REVISIONS**

- AMGA Dues were increased to \$2,000 based on Membership Committees goal of getting 200 members to pay dues, \$10 of which goes to AMGA
- Honorarium cost was reduced to \$700 based on 2022's cost and Hana's program including speakers which will not cost even as much as 2022. The Graduation Banquet speaker will be the greatest cost if we have a banquet and amounted to \$250 in 2022.
- Farm to Table Costs were added estimated at \$2,250 based on 30% overhead costs of a total anticipated funds raised of \$7,500. Amy stated that the Fundraising Committee should aim to get sponsor/s to cover as much of this cost as possible.

- Printing Costs were added at \$300, based on Hope Long's Library request for printing and Amy's estimated cost of printing programs for the Graduation banquet (based on 2022).
- Paypal fees of \$175 were moved to expenditures
- INCOME REVISIONS (should really be Donations now that we are an incorporated nonprofit registered with the State)
  - AMGA Membership Dues were increased to \$2,000 based on Membership Committee's goal of getting 200 members paying dues of which \$10 are donations to AMGA;
  - Cashbox donations of \$25 were deleted;
  - Anticipated donations were increased from \$50 to \$75;
  - Farm to Table Fall Fundraiser estimations were added for \$7,500;
  - Membership dues were increased to \$5,000 based on goal of getting 200 members paying dues of which \$25 are donations to JCMGA

These revisions brought the total expenditures to \$11,919 and expected donations to \$17,950.

Upon a motion duly made and seconded, the following resolution was unanimously adopted:

**BE IT RESOLVED** that the 2023 Budget and included herein as exhibit D was approved with revisions.

Motion to adjourn was made at 7:37pm and upon that motion duly made and seconded, the meeting was adjourned.

Chairman of the Board



Attested by Secretary:



dotloop verified  
01/20/23 9:57 AM CST  
JHFM-LS81-J8AH-OYFG

## EXHIBIT A – 2023 PROGRAM PLAN DRAFT

|                 |              |                          |                              |                                                                                                                                       |       |                                                                                                                                                                               |
|-----------------|--------------|--------------------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| March 14        | Auditorium   | Snakes                   | Jimmy Stiles                 | <a href="mailto:jrstiles75@gmail.com">jrstiles75@gmail.com</a>                                                                        | \$150 | meeting at 10; potluck at 11                                                                                                                                                  |
| April 11        | Auditorium   | Native Pollinator Garden | Chris Boles; Lanier Gartland | <a href="mailto:lanier.gartland@gmail.com">lanier.gartland@gmail.com</a> ; <a href="mailto:cboles1804@aol.com">cboles1804@aol.com</a> | \$0   | MG peers received a grant and created a pollinator garden at one of the oldest and largest dioceses in the Episcopal church                                                   |
| May 9           | Auditorium   | Plant Swap               | Hana Berres                  | <a href="mailto:hana.berres@jccal.org">hana.berres@jccal.org</a>                                                                      | \$0   | Come swap plants with your friends and fellow MGs.                                                                                                                            |
| June 13         | Auditorium   | Winter garden planning   | Jessica Hill                 | <a href="mailto:jessica@jvtf.org">jessica@jvtf.org</a>                                                                                | \$0   | Jones valley teaching farm. winter gardening                                                                                                                                  |
| July 11         | Auditorium   | Mushrooms                | Todd French                  |                                                                                                                                       | \$0   | Microbiologist from MS State, to come and share knowledge on how to grow mushrooms. Will ask Todd if he has spores or logs to sell. If so will invite MG to prepay for items. |
| August 8        | Auditorium   | Basil                    | Phyllis Clay                 | <a href="mailto:greenbough62@gmail.com">greenbough62@gmail.com</a>                                                                    | \$0   | Phyllis received her advanced mg certification; presentation on her topic. Basil has many uses and health benefits of basil, recipes                                          |
| September 12    | Ireland Room | Reunion / Cocktail Party |                              |                                                                                                                                       |       |                                                                                                                                                                               |
| October 10      |              |                          |                              |                                                                                                                                       |       |                                                                                                                                                                               |
| November 14     | Auditorium   | Banquet                  |                              |                                                                                                                                       |       |                                                                                                                                                                               |
| December 12     |              |                          |                              |                                                                                                                                       |       |                                                                                                                                                                               |
| January 9, 2024 |              |                          |                              |                                                                                                                                       |       |                                                                                                                                                                               |

## EXHIBIT B - EMAIL REQUEST FOR PRINTING COSTS FROM HOPE LONG via LINDA MASSEY

Hello to all –

I have been asked to put this request to the Board from Hope Long, Librarian at the BBG, who is also in the Education Dept. I wanted to send it out before our Board Meeting next Monday night where we are going to finalize the budget.

Three years ago, per Hope's request, Bethany ordered from ACES publications in Auburn 455 copies of Publication ANR-0479 "The Alabama Vegetable Gardener" and from what I understand JCMGA reimbursed Bethany for these. The cost was 50 cents each along with a shipping charge for a total of \$292. Hope is now down to 20 copies or so and is asking if she could receive more.

As for the purposes she uses them for, she gave the following:

1. She provides them at the Seed Saving symposiums she leads (upcoming one is 1/21/23). She has some on hand to provide at this event but that may be the end of her supply
2. Beginner vegetable gardeners and those new to our area
3. Master Gardener interns, etc.
4. Gardening program at The Foundry
5. Master Gardener info table at BBG plant sales & farmers markets
6. In booklet form, it's her opinion that recipients keep them for handy reference

Bethany has checked and they are now 90 cents each and 455 of those with shipping would be approx. \$425. Hope has stated that she would be thrilled with 200 if we could find it in our budget – total would be \$200.

Thanks,  
Linda Massey

## EXHIBIT C - PROPOSED BUDGET FROM TREASURER, TERRI BARKER, DECEMBER 13th, 2022

| Expenditures: Outgoing               |                    |                                            | Donations: Incoming             |                    |                                            |
|--------------------------------------|--------------------|--------------------------------------------|---------------------------------|--------------------|--------------------------------------------|
| Item                                 | Amount             | Comments                                   | Item                            | Amount             | Comments                                   |
| Administrative Expense               | \$210.00           | (pending zoom annual membership ~\$100+)   | AMGA Membership Dues *          | \$2,000.00         | based on 200 active members                |
| AMGA Dues *                          | \$2,000.00         | based on 200 active members                | Banquet Ticket Sales            | \$2,000.00         | based on 80 tickets (\$25 each)            |
| Banquet                              | \$2,750.00         |                                            | Donations, General              | \$75.00            |                                            |
| Constant Contact                     | \$459.00           | pre-payment for 11/23 - 10/24              | Farm to Table (Fall Fundraiser) | \$7,500.00         | based on 100 tickets sold at \$75 each     |
| Door Prizes                          | \$300.00           |                                            | Fundraiser - Merchandise        | \$200.00           | notecards, seed balls, t-shirts, aprons, e |
| Equipment                            | \$200.00           | not used in 2022                           | Intern Grants                   | \$1,000.00         | money market acct - Bethany O'Rear         |
| Honorarium                           | \$700.00           | meetings and banquet speakers              | JCMGA Membership Dues 2023      | \$5,000.00         | based on 200 members                       |
| Hospitality Reunion                  | \$450.00           |                                            | <b>Total</b>                    | <b>\$17,775.00</b> |                                            |
| Hospitality/Regular Monthly Meetings | \$75.00            |                                            |                                 |                    |                                            |
| Farm-Table Fundraiser                | \$2,250.00         | Est. as 30% of Funds Raised                |                                 |                    |                                            |
| Intern Grants                        | \$1,000.00         | money market acct--Bethany O'Rear Donation |                                 |                    |                                            |
| Intern Scholarship                   | \$300.00           | Min \$50, Max \$100 per person             |                                 |                    |                                            |
| Security                             | \$120.00           | reunion/cocktail party                     |                                 |                    |                                            |
| Signage and Marketing                | \$45.00            | not used in 2022                           |                                 |                    |                                            |
| Stars and Badges                     | \$60.00            |                                            |                                 |                    |                                            |
| Sunshine                             | \$500.00           | Send to Active MGs                         |                                 |                    |                                            |
| Website and SM Support               | \$200.00           | Website hosting                            |                                 |                    |                                            |
| Printing                             | \$300.00           |                                            |                                 |                    |                                            |
| Paypal Fees                          | \$175.00           | based on 2022 fees                         |                                 |                    |                                            |
| <b>Total</b>                         | <b>\$12,094.00</b> |                                            |                                 |                    |                                            |

## EXHIBIT D - APPROVED AMENDED BUDGET JAN 9, 2022

| 2023 JCMGA BUDGET - APPROVED Jan 9, 2023 |                    |                                    |                                 |                    |                                              |
|------------------------------------------|--------------------|------------------------------------|---------------------------------|--------------------|----------------------------------------------|
| Expenditures: Outgoing                   |                    |                                    | Donations: Incoming             |                    |                                              |
| Item                                     | Amount             | Comments                           | Item                            | Amount             | Comments                                     |
| Administrative Expense                   | \$210.00           | pending zoom annual membership     | AMGA Member Dues *              | \$2,000.00         | based on 200 active members                  |
| AMGA Dues *                              | \$2,000.00         | based on 200 active members        | Banquet Ticket Sales            | \$2,000.00         | based on 80 tickets (\$25 each)              |
| Banquet                                  | \$2,750.00         |                                    | Donations, General              | \$75.00            |                                              |
| Constant Contact                         | \$459.00           | pre-payment for 11/23 - 10/24      | Farm to Table (Fall Fundraiser) | \$7,500.00         | 100 tickets sold at \$75 each                |
| Door Prizes                              | \$300.00           |                                    | Fundraiser - Merchandise        | \$200.00           | notecards, seed balls, t-shirts, aprons, etc |
| Equipment                                | \$200.00           | cables, equipment, etc             | Intern Grants                   | \$1,000.00         | money market acct - Bethany                  |
| Honorarium                               | \$700.00           | meetings and banquet speakers      | JCMGA Member Dues 2023          | \$5,000.00         | based on 200 members                         |
| Hospitality Reunion                      | \$450.00           |                                    | <b>Total</b>                    | <b>\$17,775.00</b> |                                              |
| Hospitality/Regular Monthly Meetings     | \$75.00            |                                    |                                 |                    |                                              |
| Farm to Table Fundraiser                 | \$2,250.00         | 30% of expected funds raised       |                                 |                    |                                              |
| Intern Grants                            | \$1,000.00         | money market acct--Bethany O'Rear  |                                 |                    |                                              |
| MG Intern Scholarship                    | \$300.00           | Minimum \$50, Max \$100 per person |                                 |                    |                                              |
| Security                                 | \$120.00           | reunion/cocktail party             |                                 |                    |                                              |
| Signage and Marketing                    | \$45.00            | not used in 2022                   |                                 |                    |                                              |
| Stars and Badges                         | \$60.00            |                                    |                                 |                    |                                              |
| Sunshine                                 | \$500.00           | Send to Active MGs                 |                                 |                    |                                              |
| Website and SM Support                   | \$200.00           | Website hosting                    |                                 |                    |                                              |
| Printing                                 | \$300.00           |                                    |                                 |                    |                                              |
| Paypal Fees                              | \$175.00           | based on 2022 fees                 |                                 |                    |                                              |
| <b>Total</b>                             | <b>\$12,094.00</b> |                                    |                                 |                    |                                              |