**OZAUKEE MASTER GARDENERS**

**EXECUTIVE BOARD MEEETING**

**DECEMBER 14, 2020**

**Present:** Heidi Janous, Sue Kinas, Erin Schanen, Laurie Yingling, Walt Schmitz, Diane Niksa, Lou Hefle, Jim Tonelli, Kathy Tonelli, Stephanie Plaster, Mary Hotchkiss

1. Call to order: 6:48 p.m. Meeting was held via Zoom

2. Approval of Executive Board minutes for November – The minutes were amended to reflect a $1200 amount was approved by the Board for the purchase of a bench in Kathleen Awe’s memory. A motion was made to approve the amended minutes by Jim Tonelli and Laurie Yingling seconded.

3. **Reports**

a. **Financials** – Jim reported that we have 97 regular members and 31 interns. Forty two have paid by check and 29 with PayPal. Jim will send Heidi a list of members who have not paid and she will contact them before year end. November had little financial activity. A motion was made to approve the Financials by Laurie Yingling and Sue Kinas seconded.

b. **Projects** – Laurie reported that the plastic milk cap collection is over with and very successful. Advocates finished in October and are working on a winter garden.

c. **Operations** – Walt presented a short recap of the report he had sent to the Board. It was brought to his attention that no new information has been posted on the Master Gardener website. He’ll be discussing this with Laurie and Joya soon. Joya has continued to post information on Facebook.

d. **Extension Agent** – The recognition certificates are still being worked on and should be ready by the January general membership meeting.

4. **Old Business**

a. Jim is ready to finalize the 2021 budget. He reported there would be $53,600 in expenses, $34,000 in revenue, with a $20,000 loss. A motion was made by Walt to approve the 2021 budget and Diane seconded.

b. The group revisited the new projects that have been brought to us. Erin brought up the point that these don’t seem to rise to the level of being a new project. Most of the groups have asked OMG to educate and mentor the project. After discussing each project, the group decided to go ahead with the Hales Trails Community Gardens. We had one person offer to take an apprentice role. Mary Riley Kliss has offered to train anyone who is interested in this project. Sue will connect Kiley and Jim in order to transfer funds to HTCG. The Lighthouse Museum project was also given the go-ahead since an OMG member, Jackie Oleson, has volunteered to take it on.

 Walt made a motion to approve the two projects and Kathy seconded.

c. The Board then discussed the situation at Pioneer Village. Mary Hotchkiss and Cathy Cibelka had met with individuals from Pioneer Village and the Historical Society earlier this year. The Village has a new building and would like guidance on new beds. They are now allowing mulching and would make sure any educational materials we provided would be available to the public. They are also willing to be more flexible time-wise for those volunteers who may want to work evenings and weekends.

 **Old Business** (cont.)

d. We have not found a project leader for the Education Committee and it was suggested we may want to make some decisions as to what direction we want this committee to go in. Walt will talk to the people on the committee to get their thoughts.

e. Heidi has talked to Nico in Cedarburg and he has promised us a spot for Kathleen Awe’s bench that will be behind The Shinery on the Riverwalk. If Heidi doesn’t think that Cedarburg will get the forms to her before January, as the expenditure was expected to be made in 2020, he’ll amend the 2021 budget to reflect this cost in the Sunshine Committee. Heidi will get back to him. Jim motioned to amend the 2021 budget to reflect this change and Walt seconded.

f. Mary Hotchkiss then joined us to update the Board on the Plant Sale. Since Pigeon Creek has closed, they are trying to find a place to grow tomatoes and peppers from seed. This is very important because a majority of customers request them. If they are unsuccessful in locating a spot, they will try to find a vendor who can provide them. An email will be sent out to past customers to judge their level of interest in the Plant Sale. Mary can’t lead the sale because she plans to be out of town in February and March, but she’d be happy to assist anyone who takes the lead. There will be a Plant Sale meeting on Tuesday, Dec. 15 and Heidi and Mary will discuss this with the committee to see if they can get someone to volunteer. We would need a leader by January in order to go forward with the sale.

5. **New Business**

 a. Outreach to Interns – Heidi and Roseann are working on this.

b. Graduation – “Save the Date” invitations will be sent to the interns. Jean Schanen is also working on introducing the interns at the general membership meeting with pictures and a quick biography on who they are. She is also doing the same for new Board members.

c. Renewal of Life Insurance – Heidi will send Sue the information

d. January audit – Jim and Sue will be conducting a year-end audit of 2020

e. Sunshine Committee – It was decided that the committee will send cards to OMG members if they are ill or having surgery and if a family member dies. If an OMG member dies, the Executive Committee will make the decision as to what is an appropriate gift. A motion was made by Diane to approve this decision and Walt seconded.

The meeting adjourned at 8:25 p.m.

12/15/2020