

## NC State Extension Master Gardener<sup>sm</sup> Volunteer Association of Brunswick County

### Executive Board Meeting Minutes

October 19, 2017

President, **Jeanne Pavero**, called the meeting to order at 9am. In attendance were Hank Rapp, Jeanne Pavero, Debbie Duffy, Vicki Fuhrmann, Shawn Lennon and Anne Coleman. Eileen Gardner of Brunswick County Government joined the meeting at 9:45.

#### **PRESIDENT'S MESSAGE:**

President Pavero reported a representative from Brunswick County Government was invited to discuss liability issues with the board. **Vicki Fuhrmann** produced a survey for Plant Sale Customers and members. The nominating committee suggested three candidates for open positions: **Krystyna Ochota** for Recording Secretary, **Corine Gissemine** for Corresponding Secretary and **Mary Ann Gregory** for Membership. An Education Committee was formed, and the board decided to defer a decision until 2018 regarding the committee's position as a Standing Committee.

#### **BOARD ACCEPTANCE:**

Minutes – **Hank Rapp** requested the September Minutes be amended to state the Minutes and Treasurer's Report will be posted in the Weekly Weeder, and a hard copy of both the Minutes and Treasurer's Report will also be available for review at each General Meeting. Hank also requested an amendment covering the payment of State Dues to reflect payment will be made only if the member has paid association dues by the end of January each year.

Financial Report - **Hank Rapp** reviewed the September Treasurer's report. Fees and donations from the DIY classes and House Calls program plus cancellation of a stale dated 2016 check issued to Sunset at Sunset brought income of \$2,121. The ending balance for the month was \$45,054.33 with an estimated NC sales tax liability of \$1.91.

#### **COMMITTEE REPORTS:**

Plant Sale – The committee met, discussed and reviewed the three 2017 association plant sales. The April and May sales will continue as is with some minor improvements and changes. The Fall On-Line sales will require major changes. **Vicki Fuhrmann** produced two surveys she composed to obtain feedback from sale participants as well as members. An advance copy of the membership survey will be posted in the Weekly Weeder and responses will be collected at the December meeting. Customers of the plant sales will be contacted via 'Survey Monkey'.

#### **INVITED GUEST:**

Eileen Gardner of the Risk Management Department, Brunswick County addressed the board's liability concerns. Ms. Gardner listened to various scenarios presented by Board Members including visitors invited to the Botanical Garden, Plant Sale customers, Plant Sale Workers, and members providing community outreach in House Calls and Day in the Yard Classes. She found the Board's exposure to be minimal and no liability insurance is needed. She suggested the association employ waivers and offered to provide copies of suggested verbiage.

The county's workman's compensation policy generally pays for insurance deductibles when accidents occur involving volunteers participating in county or Extension programs.

Any construction projects and additions to county property require county approval. This approval process begins with the pertinent Extension personnel.

Ms. Gardner suggested **Sam Marshall** or **Mark Blevins** provide the Risk Management Department with a list of all authorized association volunteers.

**EXTENSION COORDINATORS' REPORTS AND UPDATES:**

**Shawn Lennon** introduced additional information regarding placement of a Turf Demonstration plot within the Botanical Garden. He suggested two paths will be installed from the Southern Living Garden to the pavement that borders the ELDG, and different turfs will be grown on either side of the paths.

The meeting was adjourned at 11:20am.

Submitted by Anne Coleman  
Recording Secretary