



January 21, 2016 Special Board Meeting Minutes

Call to Order: 6:40 pm

Attending: Michele Worden, Whitney Miller, Cheryl Gross, Judy Reich, Glynis Waycaster, Anne Kline, Nancy Denison, Terry Harding

President's Report: Michele Worden

1. MMGA Update
 - 1.1. MMGA Bylaws reviewed as well as other Bylaws templates for use in developing our Bylaws
2. Draft Bylaws
 - 2.1. Available in Dropbox. **Action Item for All:** Provide input by 1/24 so that Bylaws can be presented to the General Membership at the February 2nd Meeting for review
 - 2.2. Change Emeritus Master Gardener membership classification to Alumnus Master Gardener
 - 2.3. Remove Junior Master Gardener membership classification
3. Draft President Job Description: Input by 1/24
4. Goals 2016 Revisited: Reviewed/still acceptable
 - 4.1. Following Educational Program discussion the following goal was added: Complete 2017 Calendar of Programs by the end of December 2016 for publication in the January issue of the Real Dirt
5. Membership Committee Chair Nominee
 - 5.1. Cheryl's suggested nominee is unavailable
 - 5.2. Glynis will provide list of eligible members

Secretary's Report: Judy Reich

1. Minutes of January 7th Special Board Meeting distributed, read, approved by general consent
2. Draft Secretary Job Description: Input by 1/24
3. Communications to members
 - 3.1. Notice of this meeting sent via mail chimp
4. Board of Directors Roster provided/reviewed
 - 4.1. Add Publicity/Public Relations Committee
 - 4.2. Remove Youth Gardening Advisory Liaison



Treasurer's Report: Glynis Waycaster

1. Draft Treasurer Job Description: Input by 1/24
2. Membership Update: 43 members
3. Bank Balances: still in question – potentially \$5910.95
 - 3.1. \$270 paid dues/\$21 from Recognition Luncheon Raffle for deposit of \$291
4. 2016 Budget Categories: Work in progress (WIP)

Real Dirt Committee Report: Cheryl Gross, Committee Chair & Editor

1. Draft Editor Job Description: Input by 1/24
2. Draft PR/Promotion Checklist and Press Release guidelines/template: WIP
3. 2015 Distribution reached 233: 58% opened, 22% click rate (all good)
 - 3.1. Goal for 2016 reach 300 distribution

Communications Committee Report: Whitney Miller, Committee Chair

1. Draft Communications Chair Job Description: Input by 1/24
2. PR/Promotion position nominees: None at present
3. Facebook: 304 Likes
4. Website: Whitney will ask about stats
 - 4.1. Committee met January 20th: Judy & Glynis are learning how to upload documents

Program Committee Report: General Discussion

1. Draft Program Chair Job Description: Input by 1/24
2. Program Chair Nominee: None at this time
3. Schedule of programs/events for 2016
 - 3.1. Refer to Calendar of Meetings
4. Terry Harding shared information on programming at the Botanic Garden and asked us to help promote the April 24th program "Veggie Garden Design" with Ellen Ecker Ogden
 - 4.1. Reference on our Calendar of Meetings
 - 4.2. Soon to be published on the Botanic Garden Website & BG Facebook page
 - 4.3. Whitney will publish on our Website under featured educational opportunities
5. Terry also shared that the Botanic Garden Society will continue to purchase the Michigan Gardener Magazine for our membership

Coordinator's Report: Elise absent

New Business: None

Next Meeting: Thursday, March 3rd, 6:30PM at Horizon Books (basement)

Meeting Adjourned by general consent @8:50 PM

Respectfully submitted,

Judy Reich