



## **MGSOC Board Meeting Minutes: January 27, 2020**

### **Executive Board Officers:**

Present: L. Propst, L. Miehl

Absent: J. Fromm, A. Sheperd, J. VanDerAue

### **Committee Chairs:**

Present: B. Brown, A. Koran, K. Sobanski, C. Roney, B. Peters, S. Williams, J. Bird, D. Brown

Absent: S. Bolle, J. Grissom, M. Truza

### **Others Present:**

J. Humphrey

Meeting called to order at 7:00 p.m.

### **EXECUTIVE REPORTS:**

PRESIDENT: Lucy Propst reported:

- L. Propst will follow up with S. Trout and or A. Sheperd regarding the MGSOC board indemnity insurance for officers and board members.
- L. Propst will follow up with S. Trout regarding the MI Form 164 Sales Tax Registration. D. Brown needs a copy.
- L. Propst will develop a consent form for permission to post names on the MGSOC website.
- The issue of having a domain was tabled until S. Trout and S. Bolle are in attendance.
- L. Propst discussed the need to create an archive and archivist for the committee records including:
  - 501(c)3
  - tax returns
  - raffle applications and approvals
  - insurance policies
  - bank account numbers and codes
  - society bylaws
  - society mission statement
  - membership listing



- budget

- The location of the new PO Box that will be the MGSOC official address was tabled until the March MGSOC board meeting. A list of suggested PO Boxes was distributed.
- L. Propst noted that all team committee leaders must turn in their 2020 budget amounts to her by the end of the week of January 27, 2020.
- **L. Miehl made a motion to appoint John VanDerAue to the position of Advisor/Past President. B. Peters seconded this motion. There was a unanimous approval with 2 proxies, J. Fromm and A. Sheperd.**

SECRETARY: Julie Fromm absent:

- **B. Brown made a motion to approve the MGSOC board meeting minutes from November 18, 2019. L. Miehl seconded this motion and all agreed.**
- The Conflict of Interest Forms will be signed at the March MGSOC board meeting.
- Discussion of a shared cloud storage for financial and committee information is tabled for the March board meeting.

FINANCE: Angela Sheperd absent with report:

- A. Sheperd reported that she is continuing to work on the Fifth Third Flourish Cash Account. The two CDs were cashed in to establish the Flourish Cash Account. The CD matures in approximately 6 months and will be cashed in at that time.
- A. Sheperd coordinated with B. Peters to provide MGSOC insurance documentation to Oakland County Schools. This insurance policy will expire prior to the conference. We will need to provide proof of current insurance at that time.
- A. Sheperd has updated all bank accounts and credit cards with current signatures.
- A. Sheperd is still working on converting the Fifth Third award points to cash.
- The \$100.00 donation to William Beaumont Hospital in memory of Barbara Slavin's parents is pending. We need the names of Barbara's parents.
- A. Sheperd still needs information regarding BSLC janitors' payments.

1<sup>ST</sup> VICE PRESIDENT: Laura Miehl reported:

- Nothing new to report

#### COMMITTEE REPORTS:

2020 MG CONFERENCE:

Betty Peters reported:



- B. Peters reported the sale of 371 conference tickets at \$80.00 sold out in 13 days. There are currently 40 people on the wait list.
- B. Peters reported on the discounted conference ticket scholarship application. Two applicants have applied for this. After discussion it was agreed not to award any discounted tickets this year and C. Roney will contact the two applicants.
- D. Brown noted that MMGA was not on the list as a conference vendor this year. B. Peters will follow up on this.
- The conference subcommittees are working on:
  - Finalizing the vendors
  - Completing the 2020 budget
  - Printing and compiling all handout materials
  - Obtaining door and raffle prizes
  - Coordination of volunteers for set up, tear down and during the event
  - Purchases of books, stage plants and gift plants

FUNDRAISING:

Denise Brown reported:

- D. Brown has completed a hand count audit of inventory.
- D. Brown reported on additional event dates in St Clair, Jackson and the Ann Arbor area.

HOSPITALITY:

Kathy Sobanski reported:

- K. Sobanski reported that the Christmas Potluck and the January general meeting went well.
- The summer potluck is planned for July 2020.
- K Sobanski announced her plan to retire at the end of the year. She is organizing her materials.
- K. Sobanski is hoping her replacement can shadow her to gain experience with the following responsibilities:
  - Buying supplies
  - Recruiting food
  - Collecting monies

DOOR PRIZE COORDINATOR:

Janie Grissom absent:

- J. Grissom has requested an additional for storage bins, this was tabled for a future meeting.

EDUCATION:

Amanda Koran reported:



- A. Koran presented 3 different microphone devices. Each device is compatible with our current system. **D. Brown made a motion to purchase 1 HUACAM YYPJ-02 Condenser Headset and 1 HUACAN YYPJ-02 Condenser Headset Microphone. C. Roney seconded this motion and all agreed.**
- A. Koran distributed the completed MGSOC speaker list for 2020 with the VMS categories identified.

**MEMBERSHIP/ELECTIONS:**

Julie Bird reported:

- J. Bird reported that we currently have over 100 society members for 2020.
- J. Bird noted that she is planning to print the directory in June.

**CORRESPONDING SECRETARY:**

Cecily Roney reported:

- C. Roney reported she has sent out three cards this past month.

**BOWERS FARM:**

S. Bolle/B. Brown reported:

- Nothing new to report.

**BSLC RENOVATIONS:**

Margy Truza absent:

- Nothing new to report.

**GRANTS AND SCHOLARSHIPS:**

Laura Miehl reported:

- L. Miehl reported that the 2020 Grant/Donation Application has been revised to include where the monies should be sent. Any other changes should be sent to her by the end of the week. The grants are only for Oakland County projects. The application will be posted on our website with an announcement at the February general membership meeting. There is an application deadline of March 31, 2020 and both L. Miehl and B. Brown will serve on the selection committee.

**TRIPS & TOURS:**

Sue Williams reported:

- Nothing new to report

**Marketing & Communications:**

S. Bolle absent:

- Nothing new to report.

**OLD BUSINESS:**



- No old business to discuss

**NEW BUSINESS:**

- A donation to MSUE to be used for Master Gardeners scholarships was discussed. **J. Bird made a motion to make a donation to MSUE to use at their discretion for the Master Gardener Program. A. Koran seconded this motion and all agreed.**
- **D. Brown made a motion to donate 4 annual scholarships to MSUE to be used to cover student MG class costs (2 for the fall MG class and 2 for the winter MG class). Student scholarship selection will be up to MSUE. S. Williams seconded this motion and all agreed.**

**Motion:** Adjourned at 9:00 p.m.

Required hours: 2.0

Next Meeting: March 16, 2020 at 7:00 p.m. Beautiful Savior Lutheran Church, 5631 North Adams Road, Bloomfield Hills, Michigan

- All reports are available from the Secretary. Requests must be made in writing. These minutes will be posted on our website, but without financial information. They may also be edited for content.
- Website: [www.mgsoc.org](http://www.mgsoc.org).