

Master Gardener Volunteers of Cuyahoga County

Advisory Council Minutes

January 27th, 2025

Executive Committee Attendees: Ellen Comeau, Dave Appel, Cheryl Dever, Melanie Biche

Advisory Council Attendees: Shoshana Wodzisz, Anya Milgrom, Joan Pellegrin, Sue Pandoli, Tom Capretta, Melissa Supler, Gretchen Faro

Staff Attendees: Morning Robinson, Tammy Currier

The meeting was called to order at 4:13pm by Ellen Comeau.

Corrections to the November 18th meeting minutes were brought forward

1. Cheryl Dever name was misspelled in the attendance
2. Under Program Evaluation Process the ZOOM meeting should read "3 per hour, 20 minutes per committee" (replace "20 minutes total")

Following the aforesaid corrections the minutes were motioned, seconded and unanimously approved.

TREASURER'S REPORT

2024 contributions to MGCC totaled \$8,659 compared to \$306 in 2023 and \$1000 in 2022.

The 2024 Statement of Financial *Activity* shows that MGCC finished the year with a deficit of \$8976.

Cheryl reiterated that additional funds must be secured for the upcoming year.

Dave asked that a MGCC budget be constructed on paper and approved by the Advisory Council to understand how much revenue is required to meet the budget. Cheryl is to send a proposed budget to the Advisory Council.

All financial reports were distributed to the Advisory Council and are on file.

ANR REPORT

Morning is presently conducting the market gardener training.

The Ohio State Extension Office at Fairhill will be receiving a new staff member. This position will be termed the Urban Agriculture and Community Development Coordinator. This individual began on 1/27/25. A formal introduction to the Advisory Council will occur at a future date.

Presently there will be no Summer Sprouts program and therefore no garden leader kick off program. Mentoring will still be available for gardens. The process for pairing gardens with mentors will be addressed after those gardens seeking mentoring are identified.

The Volunteer Fair is February 1st. The official name of this event must be confirmed for future records.

The Ohio State Extension Office in Cuyahoga County will reach the end of its lease on March 31st. A new location has not been solidified as of this date. Nicole is looking into how the office will function if a new location is not secured by March 31st. The staff will likely work from home and storage space at Fairhill will be rented.

COORDINATOR'S REPORT

Tammy's report was submitted and filed.

Ellen added to Tammy's report the following information with regards to the State Award Nominations. MGCC will submit the following individuals for these awards:

1. Project of the Year: Nature in My Backyard
2. Master Gardener of the Year: Jane Ellison
3. Friend of Master Gardener: Steven Green

FUNDRAISING REPORT

The Fundraising Team will now become the Fundraising Committee. Cheryl, Dave, Gretchen, Anya, Kate, and Deb have been participating in programs offered through Candid to gain knowledge in identifying available grants and assistance in writing grant proposals.

Currently Kate is leading the efforts to make an application for a grant from Whole Foods.

Tom Capretta is working with the group to conduct a "Dinner in the Garden" event.

OLD BUSINESS

GUIDELINES REVISION:

Dave and Suan reviewed the summary of the guideline changes and reminded the Advisory Council that the guidelines are to be reviewed yearly. The following corrections were brought forward:

1. Sect 6A: Fundraising Chair and Committee Chairs Liaison should be removed
2. Sect 6 C and G: the word Officer should be replaced with Executive Committee Members.

Shoshana proposed that the guidelines also be amended to state that the minutes of the Executive Committee remain private and those of the Advisory Council be made available to the MGV community via the website more efficiently (see below under New Business).

A vote on the revised guidelines will occur via email once the final corrections have been implemented and a new copy can be sent to the Advisory Council.

COMMITTEE BUDGETS

Melanie is still missing budgets from a few committees/projects. She will reach out to those in charge of the committees. She will send those to Cheryl to comprise a final Operating Budget.

NEW BUSINESS

COMMITTEE EVALUATIONS

The Advisory Council felt that the evaluations conducted on 1/20/25 were excellent. It was decided that some questions may need to be eliminated/ reworked to suit the various committees.

The Advisory Council members will receive the evaluation in electronic format and will enter their scores for each committee to obtain a final overall outcome score.

The Ben Franklin Garden groups will be next on the agenda for a ZOOM meeting.

BOOKKEEPER POSITION

Dave and Gretchen are seeking approval of the Advisory Council to move forward with a proposal to add a bookkeeper position. This individual would be a non-voting member of the Advisory Council. The idea was well accepted, and the proposal will be forthcoming.

MEETING MINUTES:

Shoshana has asked that the minutes be voted for approval via email to allow the Advisory Council and MGV community access to them in a timelier manner.

Next Meeting: March 24th 4pm

Meeting adjourned at 6:06pm.

Respectfully Submitted

Melissa Supler, AC member

ADVISORY COUNCIL ACTION LIST

JANUARY 27TH 2025

ACTION TO BE TAKEN	ASSIGNED INDIVIDUAL/GROUP
1. COMPLETE OPERATING BUDGET (AFTER RECEIVING COMMITTEE BUDGETS)	CHERYL
2. FUNDRAISING REVENUE PROPOSAL/ OPPORTUNITIES	DAVE/ FUNDRAISING COMMITTEE
3. COMMUNITY GARDEN MENTORING LIST FOR 2025	MORNING
4. AC GUIDELINES VOTE BY EMAIL	DAVE, DEB, SUSAN
5. AC MEETING ACTION LIST TEMPLATE OPTIONS	DAVE
6. REMOVAL OF THE EXECUTIVE COMMITTEE MINUTES PLACEHOLDER ON WEBSITE	SHOSHANA
7. COMMITTEE BUDGETS FROM: PLANT PROPAGATION, HOME & GARDEN, ANNUAL MEETING AND INTERN GRADUATION	MELANIE
8. APPROVAL OF OPERATING BUDGET FOR 2025 VIA EMAIL	ELLEN
9. ELECTRONIC EVALUATIONS FOR SCORING THE COMMITTEES FOLLOWING ZOOM CALLS	SHOSHANA/ ANYA
10. GROUPING OF REMAINING COMMITTEES FOR ZOOM EVALUATIONS FOR EFFICENCY	MELANIE

11. BOOKKEEPER PROPOSAL	DAVE/ GRETCHEN
12.ADDITION OF FUNDRAISING AND PLANT PROPAGATION COMMITTEES TO THE HOC	TAMMY
13.ADDRESS MARIA HOFFMAN VOLUNTEERING AT BEN FRANKLIN UNDER EMERITUS STATUS	ELLEN