**OZAUKEE MASTER GARDENERS**

**EXECUTIVE BOARD MINUTES**

**APRIL 11, 2022**

Present: Jeanne Mueller, Mary Reilly-Kliss, Sue Kinas, Jim Tonelli, Kathy Tonelli, Laurie Yingling, Bob Crevesten, Susan Blake

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

2. Approval of March 14, 2022 Minutes: Sue Kinas made a motion to approve the minutes and Jim Tonelli seconded. Motion was passed.

**REPORTS**

1. **Treasurer’s Report**: Jim Tonelli presented a new format for the finances to be used for Executive Board and general membership meetings. He also reminded the Board that a new tax exempt ID number has been issued and all project leaders should use it. Sue Kinas made a motion to approve the Treasurer’s Report and Bob Crevensten seconded. Motion was passed.

2. **Operations**: Walt Schmitz reviewed the report.

3. **Projects:** Laurie Yingling reviewed the report and said Jeanne Mueller had sent out an email to the general membership asking for volunteers for existing projects.

**PRESIDENT’S REPORT**

1. Jeanne Mueller reported that she had some discussions with WIMGA regarding insurance. Jim Tonelli said he can’t pay the bill until Jeanne has signed and approved it for payment. The amount is due by mid-May.

2. It was decided that an explanation of why OMG is organized as an unincorporated association and that it should be put in the minutes for future referral. Sue Kinas brought forth this motion and Jim Tonelli seconded. Motion was passed.

OMG is organized as an unincorporated association. It filed for exemption from Federal taxes under section 501(c)(3) which was granted on June 19, 2003. Pursuant to Wisconsin Statute 202.11(1), any organization described in section 501(c)(3) of the Internal Revenue code that is exempt from taxation under section 501(a) of the Internal Revenue code qualifies as a charitable organization.

We are exempt from registering in Wisconsin as OMG meets at least three qualifications as follows:

There are 12 reasons that qualify a charitable organization to be exempt from registration. If the organization does not meet one of the 12 reasons, the organization will be required to register with the Wisconsin Department of Financial Institutions. To register, an organization must complete the Charitable Organization Registration Statement (Form #296).

1. We are a charitable organization, BUT WE DO NOT SOLICIT CONTRIBUTIONS.

2. We are a charitable organization which does not intend to raise or receive contributions in excess of $25,000 during a fiscal year and all of our functions, including solicitation, are performed by persons who are unpaid for their services and no part of our assets or income inures to the benefit of, or is paid to any officer or member of the charitable organization.

NOTE: If a charitable organization would otherwise be exempt under Wis. Stats. 202.12(5)(a)(3), but it raises or receives more than $25,000 in contributions or pays someone to do fundraising functions, it must, within 30 days, register with the division.

3. We are a fraternal, civic, benevolent, patriotic or social organization that solicits contributions solely from our membership.

**OLD BUSINESS**

1. **Membership:** We are at 102 dues-paying members.

2. **Plant Sale**: Bob Crevensten reported that Heidi Janous has been soliciting volunteers and the numbers look good.

3. **MOU’s**: Mary Reilly-Kliss felt that some of the samples were asking for too much information. Jeanne and Mary are working on a Project Request form.

4. **ORS and Member Questions for Extension**: It seems there are no questions.

5. **By-laws:** Sue Kinas reported the law firm who is reviewing the by-laws are doing a portion of them pro bono. She has emailed a copy of the revised by-laws to the Board and asks that each of us review them and get back to her by the end of the month so she can pass them back to the lawyer.

6. **Google Drive**: Mary Reilly-Kliss gave us a “tour” of how to use Google Drive so that all important papers, notes, letters, etc. could be kept in one place. Laurie Yingling had good input on the most effective way of using this drive. Jim Tonelli proposed that someone come up with a tutorial on how to do this and send it out to Board members.

7. **Portal Industries**: Colleen Lohr has reported that Portal has somewhat changed their original request for assistance from OMG. At this time, the project is going forward.

**NEW BUSINESS**

1. **Executive Board Annual Calendar**: Mary Reilly-Kliss had attached the calendar to the agenda and asked each member to review and get back to her with thoughts, questions, etc.

2. **Board Job Descriptions**: It was noted that the job descriptions are in Appendix C of the by-laws.

3. **Board Meetings**: It was decided that the Board will meet in June but cancel the July 11 meeting.

Sue Kinas made a motion to adjourn the meeting and Bob Crevensten seconded. The motion

was passed. Meeting adjourned at 8:04 p.m.

4/12/2022