

**North Country  
Master Gardener  
Volunteers Association  
2020**



**Member Handbook**

**University of Wisconsin-Madison, Division of Extension  
Master Gardener Volunteer Program**

*Our goal shall be to encourage, foster, support and promote horticulture for all residents of Burnett, Sawyer and Washburn Counties; and to promote the University of Wisconsin-Madison, Division of Extension from which we are founded.*

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### **Abbreviations and acronyms used in this booklet:**

- AAS — All-America Selections
- MGV — Master Gardener Volunteers
- NCMGVA—North Country Master Gardener Volunteers Association
- SARS Building—Spooner Agricultural Research Station Building
- SARS Garden— Spooner Agricultural Research Station, Teaching & Display Garden

*(Please send handbook corrections to Sue Reinardy at [sreinardy@centurytel.net](mailto:sreinardy@centurytel.net) )*

## NCMGVA Greetings

Welcome to the 2020 gardening season at the Spooner Agricultural Research Station. The station has been an All-America Selection (AAS) site for many years. We volunteer in three counties – Burnett, Sawyer and Washburn through planning & maintaining specific garden plots and providing educational horticultural programming for ourselves and the public. Among the opportunities are:

- Designing, planting and maintaining our perennial & annual flower beds and vegetable plots.
- Participating in the public's end-of-the-season Twilight Garden Tour
- Capturing the garden's seasonal changes/activities/events via photos/videos/social media
- Planning and executing programming/ways to engage the public in the gardens
- In Burnett County, at Fort Folle Avione Historical Park planning and participating in a plant sale, providing horticultural education, planting and maintaining beds
- In Sawyer County, the Lac Courte Oreilles Ojibwa Community College Extension-Agriculture Research Station participating in their LCO Family Day and giving presentations at the library on horticulture related topics
- In Washburn County, providing programs for children – Kids in the Garden- as well as providing programs in the SARS garden for adult horticultural education through our Meet Me in the Garden series
- Responding to the calls, emails or visits from the public regarding horticultural questions and plant-health diagnostic inquiries
- Writing horticultural-related blogs for our website
- Working with other community service organizations
- Participating in in-house Master Gardener educational opportunities, such as Place-making Lite training

Our events calendar may be found at [northcountryMGV.org](http://northcountryMGV.org). Events include our Plant Sale, Meet Me in the Garden discussions, Home school gardening education, Kids in the Garden, and many other events. The website also includes our garden blog, pictures, community events and training information. The Spooner Agricultural Research Station Facebook page provides additional information.

Time in a garden is well spent, so come join us this season.

Roseann Meixelsperger  
 President, NCMGVA  
[rmeixe@gmail.com](mailto:rmeixe@gmail.com)

## 2020 Schedule of Events

*All events are at the SARS building or garden unless otherwise noted.*  
**See the NCMGVA website for more events and details at:**

<http://www.northcountrymgv.org/>

### **NCMGVA Monthly Meetings** (4<sup>th</sup> Thursday),

5:30 pm (except where noted) Subject to change—check website

- January 23 - Season Planning
- February 27 - Season Planning
- March 26 – Seed starting, planning
- April 23 – Plans for garden and plant sale
- May 28 – Educational topic
- June 25 – To Be Determined
- July 23 – Planning for Twilight Garden Tour
- August 27 - Critique Twilight Garden Tour
- September 24 – Annual Meeting and Election of Officers  
& Potluck Celebration
- October 22 - Past season critique and next season planning

### **Mini-Master Gardener Short Course**

March 28, 8:30-Noon, Bashaw Valley Farm and Greenhouse, Shell  
 Lake

**NCMGVA Plant Sale** – Saturday, May 16, 8:00 at the Station Building

### **Master Gardeners Present (Educational Series):** **(replaces “Meet Me in the Garden”)**

- May 14 6:00 pm Container Gardening
- June 11, 6:00 pm Culinary Herbs
- July 11, 10:00 am In-the-Garden Workshops
- September 12, 10:00 am Bring the Garden Inside
- October 9—Horticulture Therapy (MGVs only),

## 2020 Schedule of Events (Continued)

### Spooner Research Garden Activities

Group tours available on request, call 715-635-3506

#### Pruning and Grafting Workshops (Please Register)

- April 9, 6:00 pm, Apple Grafting Workshop, SARS Building (Preregistration required, \$20) (Sponsored by UW-Extension)
- April 18, Grape Pruning Workshop at SARS Garden, 10:00 am to 1:00 pm (Sponsored by UW-Extension)

**Kids in the Garden**— June 8/9, June 22/23, July 6/7, July 20/21, August 3/4, Mondays 4:00-5:30 pm, Tuesdays 9:30-11:00am (Registration required)

**Twilight Garden Tour** – August 26, 4:00 to Twilight

### 2020 Conferences

Barron County Master Gardener Volunteers Spring Expo, April 4 at the WITC Conference Center in Rice Lake. For information: <https://barron.extension.wisc.edu/2020/01/10/barron-county-master-gardeners-spring-garden-expo-april-4th/>

Wisconsin Master Gardener Conference, September 11-12, 2020 at the West Bend Mutual Prairie Center, West Bend, WI  
<https://www.wimga.org/annual-wimga-conference>

International Master Gardener Conference 2021 Held every two years, the next one will be in Norfolk, Virginia, September 13-17, 2021

*A comprehensive schedule of events throughout the state and region can be found on the Wisconsin Master Gardener Program webpage:*

<http://wimastergardener.org>

## 2019 Annual Impact Reports

### **North Country Master Gardener Volunteers** Burnett, Sawyer, and Washburn Counties

For the complete County reports go to:

<https://www.northcountrymgv.org/annual-impact-reports.html>

### **Statistical information**

We currently have 50 active MGVs in our group. In 2019 we contributed over 3,171 hours in our communities.

### **Award-winning Garden**

The Spooner Agricultural Research Station Teaching & Display Garden has entered the All-America Selections Landscape Design Contest for many years and has won many awards for the designs featuring All-America Selections winners.

**2013—2nd place (*no theme*)**

**2014—1st place “Down on the Farm”**

**2015—2nd place “Garden Geometry”**

**2016—2nd place “Pollinators”**

**2017—1st Place “Foodscaping”**

**2018— Honorable Mention - “Get Social in the Garden”**

**2019—Did not enter—“Re-use, Recycle, Re-imagine”**

The 2020 Garden Theme is “**Make an Entrance**” adapted from the All-America Selections Landscape Garden Design Contest.

## March 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- March 10 & 24 6:00-8:00pm SARS, **Placemaking Module 1 & 2** (registration closed)
- March 12, 5:00 pm Frederic Public Library, free program on **Sharing Garden tips, success/failures and exchange ideas**
- March 26 , 5:30pm **NCMGVA Meeting:**  
Seed Starting, 2020 planning
- March 28, 8:30-Noon – **Mini-Master Gardener Short Course**,  
Bashaw Valley Greenhouse, W7402 Fox Trail Road, Shell Lake  
(Registration Required, call the Spooner Ag Station)
- March, TBD—**Seed Starting, Greenhouse Cleaning**

## April 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- April 4, **Barron County Spring Expo**, Wisconsin Indianhead Technical College Conference Center, Rice Lake, WI
- April 7 & 21, 6-8 pm, SARS, **Placemaking Modules 3 & 4** (registration closed)
- April 9, 6:00 PM, **Apple Grafting Workshop**, SARS Building (Preregistration required, \$20)
- April 17, **Create a Potager Garden**, offered at WITC multiple locations. Register for this program at WITC,
- April 18, **Grape Pruning Workshop**, SARS Garden, 10:00 am to 1:00 pm
- April 22, 9:30-2:30, Hunt Hill, **Earth Day 50th Celebration**
- April 22, 6:00-7:30 **"Composting"**, Hunt Hill
- April 23, 10:30 am, **Going Native**, Hayward Library
- April 23 @ 5:30pm, **NCMGVA Meeting**: Discuss plans for Plant Sale and Demonstration Gardens



## May 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

- May 1 – Publicity Press Release for Plant Sale
- May 1, **Woodland Gardens**, Noon-2:00 pm. offered at WITC locations: Register for this program at WITC,.
- May 5, 6-8pm, SARS, **Placemaking Module 5 & Evaluation**
- May 14, 6:00 pm —Master Gardeners Present: (Educational Series): Container Gardens
- May 16, 8:00 **NCMGVA Plant Sale**, SARS Building
- May 28 @ 5:30 pm, **NCMGVA Meeting**
- **Garden Planting:** Dependent on plant delivery & weather

## June 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 1<sup>st</sup> week of June (Dates TBD), **Garden planting** contingent on weather and receipt of plants from UW-Madison
- June 6, 11:00 am-3:00 pm, **Washburn County Family Festival**, Fairgrounds, Spooner
- **Kids in the Garden**— June 8/9, June 22/23, Mondays 4:00-5:30 pm, Tuesdays 9:30-11:00am
- June 9, Noon– **The Beauties of the Garden**, Chetek Library
- June 11, 6:00 pm —**Master Gardeners Present** (Educational Series): **Culinary Herbs**
- June 25 @ 5:30 pm, **NCMGVA Meeting**

## July 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- **Kids in the Garden:** — July 6/7, July 20/21, Mondays 4:00-5:30 pm, Tuesdays 9:30-11:00am
- July 11, 10:00 am **Master Gardeners Present (Educational Series): In-the-Garden Workshops: wicking garden, sensory garden, floral design, and display garden tours**
- July 13-19 **Barron County Fair**
- July 23 @ 5:30 pm, **NCMGVA Meeting:** planning for Twilight Tour
- July 23-26, **Washburn County Fair**

## August 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1/2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- August 3 – Publicity Press Release for Twilight Tour
- August 3/4, **Kids in the Garden**, Mondays 4-5:30pm, Tuesdays 9:30-11:00 am
- August 13-16 – **Sawyer County Fair**, Hayward
- August 20-23 – **Burnett County Fair**, Grantsburg
- August 26, 4:00 to Twilight, SARS Garden – **Twilight Garden Tour**
- August 27 @ 5:30 pm , **NCMGVA Meeting**: Critique Twilight Tour
- TBD, **Geocaching** Event in SARS Garden

## September 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- September 11-12, **WIMGA Annual Conference**, West Bend
- September 12, 10:00 to Noon, **Master Gardeners Present (Educational Series): Bringing the Garden Inside, and Getting the Outside Ready for Winter — growing indoors, houseplants 101**
- September 18, 9:30-11:30 am, **Washburn County Home Educators** Groups
- September 18, 1:30-3:30 pm **Polk-Burnett-Barron Home School** Groups
- September 18-20, **Central Burnett County Fair**, Webster
- September 24, 4:00 pm, **NCMGVA Meeting**: Annual Meeting with election of officers; Potluck & Celebration at 5:30pm
- September 30—deadline to enter hours in Online Reporting System

## October 2020

For all events, determine availability of room with SARS Office calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- October 9—Educational Series: **Horticulture Therapy**, MGV's only, Registration and fee
- October 15 - **Annual Impact Report** submissions for each county due to our WIMGA representative
- October 22, **NCMGVA Meeting** Critique current year and plan for new season
- October (TBD), **SARS Garden clean-up** and winter preparation

## November 2020-February 2021

- **Annual Impact Report** is due to the State Program Office on November 1
- **Dues to WIMGA Treasurer** due January 15
- **Schedule 2021 Planning Meetings** with the NCMGVA Board
- **Schedule initial member meetings for January and February** to begin the 2021 scheduling of events and activities
- Decision/schedule **Level 1 MGVA Training**

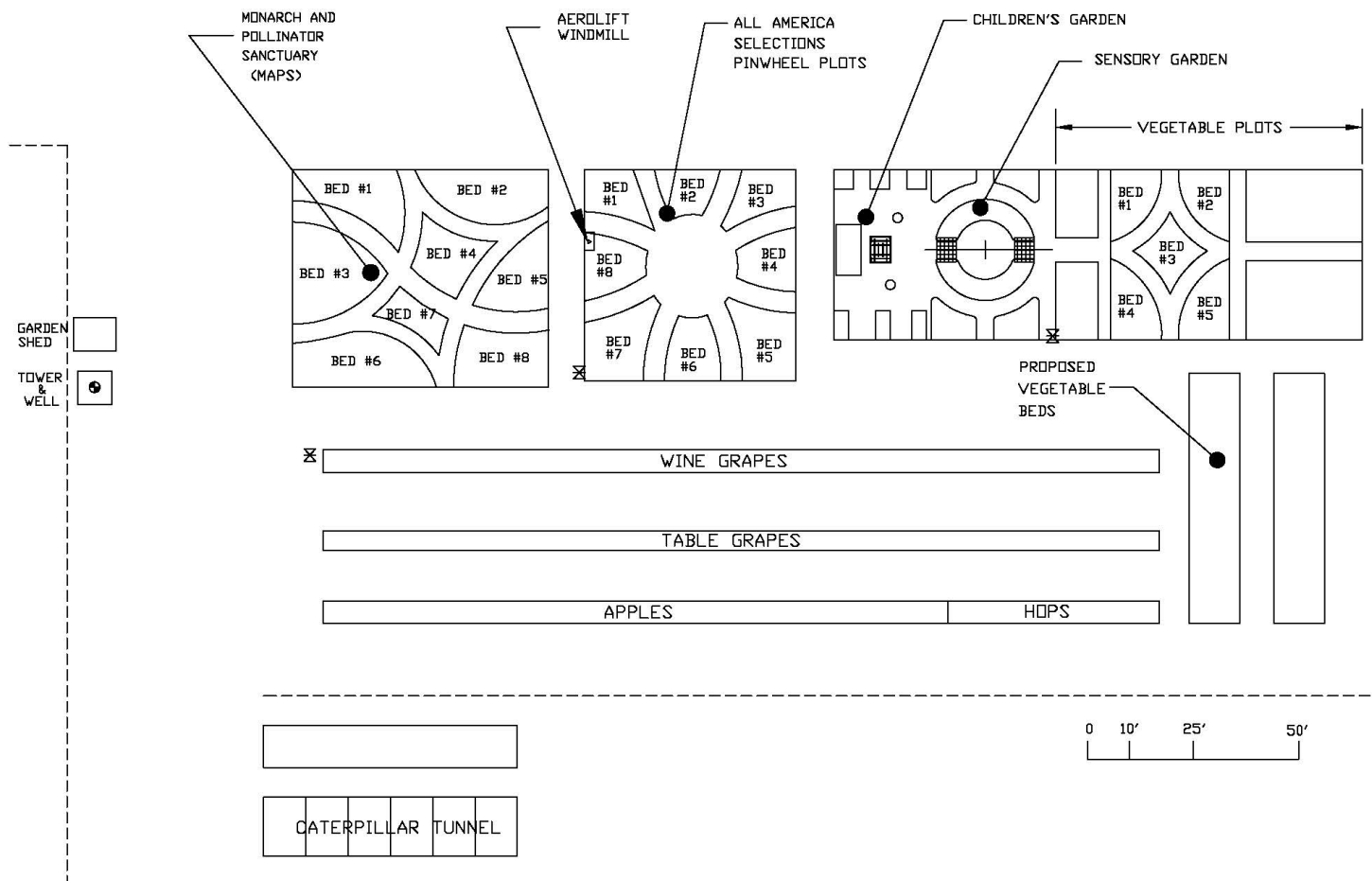
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### Communicating with Master Gardener Volunteers and other gardeners

- **WisLine Anytime Service** can handle up to 50 phone lines. Members who cannot come to meetings can listen to the meetings live via WisLine (by phone). Contact Lorraine (715-635-3735) in advance of the meeting and she will give the member a number to call and the code to enter to participate in the meetings.
- **Listserve** is maintained by Lorraine Toman to communicate via email with current or former members of the NCMGVA, MGVA trainees or former trainees. The email address: [mastergardenervolunteers@lists.wisc.edu](mailto:mastergardenervolunteers@lists.wisc.edu) will reach about 100 gardeners associated with NCMGVA. If you would like to unsubscribe from this list, please email [leave-mastergardenervolunteers@lists.wisc.edu](mailto:leave-mastergardenervolunteers@lists.wisc.edu) with your request.
- **Community List**—Lorraine Toman also maintains an email list of community members who are interested in our programs. This list contains over 400 emails and can be used to promote events and provide information to the wider community. Contact Lorraine for distribution to this list.



TEACHING AND DISPLAY GARDEN 2020





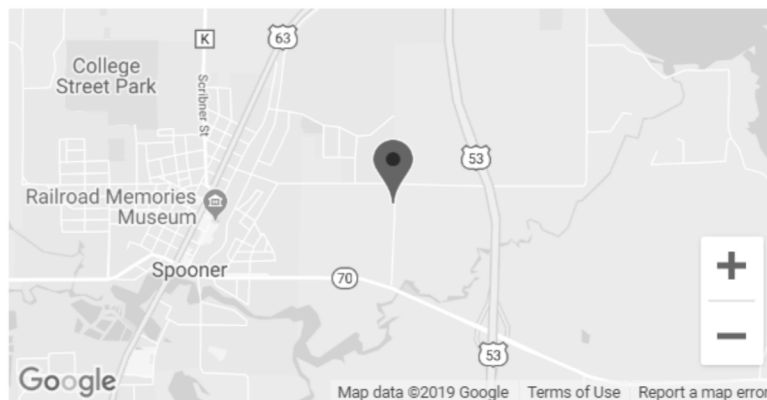
## SARS Teaching and Display Garden

<http://spooner.ars.wisc.edu/demonstration-garden/>

780 Orchard Lane, Spooner WI 715-635-3735

[spooner@cals.wisc.edu](mailto:spooner@cals.wisc.edu)

**Open to the public for self-guided tours during day light hours, seven days a week mid-May through mid-September.**



The Teaching & Display Garden is a joint effort between the Spooner Agriculture Research Station, operated by the University of Wisconsin-Madison, College of Agriculture and Life Science, the University of Wisconsin-Madison, Extension and area UW-Extension Master Gardener Volunteers. The display garden is at 780 Orchard Lane, located 1½ miles east of Spooner on Highway 70 or ½ mile west of the Hwy 70/53 interchange.

Established in 1988 as a small test garden for winter hardy plants, this flourishing garden includes nearly one-acre of landscaped, themed vegetable gardens, displays of grapes and fruit trees. It is an official All-America Selections Display Garden that has received national award recognition.

**University of Wisconsin-Madison Contacts**

Kevin Schoessow  
UW Extension Area Agriculture Development Educator  
Spooner Agricultural Research Station  
1036 E Maple Street, Spooner, WI 54801  
Kevin.schoessow@wisc.edu  
Phone: 715-635-3506 or 1-800-528-1914  
Fax: 715-635-6741

Lorraine Toman, Office Manager  
Phone: 715-635-3735  
lorraine.toman@wisc.edu

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Master Gardener Program Director  
Mike Maddox  
University of Wisconsin – Madison, Dept of Horticulture  
1575 Linden Drive, Madison, WI 53706  
Phone: (608) 265-4536 Fax: (608) 262-4743  
mike.maddox@wisc.edu

Amy Freidig, Coordinator  
akfreidig@wisc.edu

For all State Program Office communications send emails to:  
wimastergardener@extension.wisc.edu  
(delivered to both Mike and Amy)

### **NCMGVA Officers**

President Roseann Meixelsperger – Term expires 9/30/20  
Vice-President Amanda Kupsch – Term expires 9/30/20  
Secretary Lynn Ford – Term expires 9/30/20  
Treasurer (Vacant) – Term expires 9/30/21

#### Directors

Russ Parker – Term expires 9/30/20  
Sandy Niewinski – Term expires 9/30/21  
Mark Fox – Term expires 9/30/20

#### WIMGA Representative

Director-at-large: Janet Mangold  
Local Rep: Donna Amidon  
MGV Board Liaison: Roseann Meixelsperger

### **President of the Wisconsin Master Gardener Association (WIMGA)**

Becky Gutzman  
Phone: 920-382-4511  
Email: buckhill@centurylink.net  
Website: www.wimga.org

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#### **Committees**

- Seed Starting, Saving and Plant Maintenance
- May Plant Sale
- Children and Youth Programs
- Teaching and Display Garden/AAS
  - Overall Planning
  - All-America Selections
  - Monarch & Pollinator Sanctuary (perennial)
  - Twilight Garden Tour
- Publicity and Marketing
- Education
- Communications to Public and Members:  
Member Handbook, Website and Blog

## **Member Directory**

**For the sole use of its members, any other use is expressly prohibited.**

Member contact information has been removed for this web version.  
Please contact Sue Reinardy at:  
[sreinardy@centurytel.net](mailto:sreinardy@centurytel.net) for details.

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## **Volunteer & Continuing Education Hours**

**Enrollment is required before volunteering in each year.**

**Deadline for submitting volunteer hours is September 30.**

A new online system began in 2019. Check the NCMGVA website for information and instructions to access and maintain your hours. Our reporting period is October 1, 2019 to September 30, 2020. *You must enter into the Online Reporting before starting to volunteer during each reporting year and confirming your agreement with the University conditions for volunteering.*

**Online reporting system**—log in at:

<https://wimastergardener.org/report-your-hours/>

If you do not have the required 24 hours of volunteer service or the 10 hours of continued education for the past year, that is ok. Report what hours you do have so we can give you credit for them.

When you miss a year or fall short of the required hours, you are considered inactive for the coming year unless you submit an exemption request. See the State Program website for more information and an exemption form at: [www.wimastergardener.org/about-hours](http://www.wimastergardener.org/about-hours)

For those looking for continued education opportunities here are some:

- Listen to Wisconsin Public Radio's 'On Garden Talk' call-in radio show. Airs live on Fridays at 11 am or rebroadcast on Saturday at 7 am. Local affiliates are 88.3 or 90.3 FM. Podcast can also be found on the WPR website
- Gardening with Belinda and Bobby, TV KARE channel 11 (Mpls), 8 a. m. Saturdays
- Audit Master Gardener Volunteer training sessions and educational events in the Spooner Research Station Teaching and Display Garden
- Webinars on the State MGVA website <http://wimastergardener.org/> under 'Horticulture Info' tab

*Level 1 MGVA Training modules are available for all to view and the link can be found at: [www.northcountrymgva.org](http://www.northcountrymgva.org) under the training tab.*



**By-Laws 2.27.20**  
**North Country Master Gardeners**

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**Article I**

**Section 1: Name and Location:**

North Country Master Gardeners  
University of Wisconsin-Madison, Division of Extension  
Spooner Agricultural Research Station, 1036 E Maple, Spooner, WI 54801

**Section 2:** The Association will operate under the name of "North Country Master Gardener Volunteers Association".

**Article II Objectives**

The goal of this organization shall be to encourage, foster, support, and promote horticulture for all residents of Burnett, Washburn, and Sawyer counties; and to promote the University of Wisconsin-Madison, Division of Extension (Extension) from which we are founded.

**Article III Membership**

**Section 1.** Membership in this association will be in compliance with the guidelines set by the Extension.

**Section 2.** Voting Members

- a. Certified Master Gardener Volunteers – those persons certified by Extension who are in good standing. Good standing is accomplished by completing the Criminal Background Check (CBC), Mandated Reporter Training (MRT), and the yearly training and service requirements by Extension for maintenance of certification as a Master Gardener Volunteer and any other requirements set by Extension and after paying dues.
- b. Intern Master Gardener Volunteers – those persons who have completed the Extension Master Gardener training program, CBC and MRT, but who have not satisfied the service requirement for certification within twelve (12) months of completion of their Master Gardener Training.

**Section 3.** Non-Voting Members

- a. Out-of-Program Inactive Master Gardener Volunteers – those persons who have been active Master Gardeners but who have not accomplished the yearly training and service required by Extension. Voting rights are suspended until Extension requirements for recertification have been completed.
- b. Student Master Gardener Volunteers – those persons currently taking Master Gardener training, and have completed the CBC and MRT, but have not completed the training program.
  - \*Must work with a certified or intern MGV on any MGV project.
  - \*Must not represent themselves as an Extension MGV or give advice representing Extension until they become Intern MGV's.
- c. Applicant – those persons who join during the period when MGV training is not available but plan to comply with the standards set for Certified Master Gardeners at the next available training opportunity.
  - \*Must work with a certified or intern MGV on any MGV project.
  - \*Must not represent themselves as an Extension MGV or give advice representing Extension until they become Intern MGV's.
  - \*Must complete the CBC and MRT.
- d. Friends of Master Gardeners – those persons who wish to support the association from industry, business or the community, but do not plan to take MG training.

## **By-Laws**

### **Article IV Volunteers and Volunteer Activities**

In return for training, volunteers are obligated to donate required service hours within the 12-month period beginning with training. Under Extension guidelines, they will share their expertise with their community: both formally, with youth and other groups; and informally, with acquaintances, friends and relatives. Master Gardeners must meet their volunteer and continuing educational requirements to remain certified. Each individual is responsible for keeping track of their participation records, and submitting them into the on-line reporting system for proper credit. Some volunteer activities could include:

- Extension demonstrations and community gardens
- Extension office work
- Educational outreach at Public libraries, community events, etc.
- Public gardens
- Horticultural workshops, talks or displays
- Answering inquiries for gardening information
- Writing horticulture articles
- Initiating or conducting horticultural projects
- Working with other community service organizations
- Working with youth groups

Non-voting members can only participate in volunteer activities under the supervision of a Certified or Intern Master Gardener Volunteer.

### **Article V Elected Officers**

**Section 1.** President – It shall be the duty of the President to keep order and preside at all meetings of this association.

**Section 2.** Vice President/President Elect – In the absence or disability of the President, the Vice President shall perform the duties of the President. The Vice President's duties include greeting new members and sending courtesy correspondence.

**Section 3.** Secretary – The Secretary shall record and keep minutes of all proceedings, submit the minutes from the previous meeting, and have them approved at the next meeting.

**Section 4.** Treasurer – The Treasurer shall receive and safely keep all funds of the association and pay out of same on the order of the Board and/or President. The Treasurer shall make reports at each regular meeting of receipts and disbursements.

**Section 5.** Directors – There shall be three elected Directors to be representatives of the Voting members on the Board of Directors.

## By-Laws

### Article VI Board of Directors

**Section 1.** The membership of the Board of Directors shall consist of the President, Vice President, Secretary, Treasurer and Directors.

**Section 2.** All members of the Board of Directors are voting members.

**Section 3.** The President, Vice President, Secretary and Treasurer of North Country Master Gardeners shall hold the same positions on the Board of Directors.

**Section 4.** A quorum for the Board of Directors shall be a majority of the Board of Directors present.

**Section 5.** The duty of the Board of Directors is to ensure that the necessary business of the NCMGVA is completed.

**Section 6.** At the annual meeting, the Board of Directors shall present a summary of its past year's activities and its recommendations for the future.

**Section 7.** The number and nature of committees will be determined by the board and/or membership on an as needed basis.

### Article VII Honorary Positions

**Section 1.** Advisor – The Advisor will answer questions, retrieve information, and facilitate projects and programs of the North Country Master Gardeners Association through Extension.

### Article VIII Elections

**Section 1.** Officers will be nominated in August. A slate of officers will be nominated by the board of directors. Elections will be held in at the annual meeting in September. Officers elected will begin to serve in October.

**Section 2.** A member shall be eligible for the elected office of President, Vice President, Secretary or Treasurer if that person is a voting member.

**Section 3.** A member shall be eligible for the elected office of Director if that person is a voting member.

**Section 4.** The term of office shall be one year for President. The Vice President shall assume the Presidency after serving as Vice President for one year. All other officers shall have two-year terms, not to exceed two consecutive terms.

**Section 5.** Vacancies in elected offices

- a. An elected office shall be determined vacant if:
  - \*An elected officer resigns his/her position in writing.
  - \*An elected officer accrues three (3) unexcused absences per term from board or general meetings as determined by a majority of the board members.
  - \*An elected officer has been removed from office by a 2/3<sup>rd</sup> majority vote of all voting members.
- b. Vacancies in office may be filled at any monthly association meeting, provided that nominations are taken from the floor and the replacement officer is elected by a majority vote of the members present.

## By-Laws

### Article IX Meetings

**Section 1.** An annual meeting will be held in September of each year.

**Section 2.** Regular association meetings will generally be held on a monthly basis. The association year runs from October 1 through September 30.

**Section 3.** Each voting member will be entitled to cast one vote at any election or on any motion at these meetings. A motion or election will be passed by a majority of the voting members present, except as specified under Article VIII, section 5a and Article XI.

**Section 4.** Meetings will be conducted with a drafted agenda, openness and transparency. Members will participate with respect for others, actively listening, taking responsibility, creating opportunities, identifying problems and resolving any conflicts.

### Article X Finances

**Section 1.** Dues -The annual dues associated with each class and category of membership shall be determined by the Board of Directors. Dues are payable to the Treasurer at the time of applying for membership and thereafter at the annual meeting.

**Section 2.** Funds may be solicited for purposes previously approved by the Board of Directors. The Board will approve only such purposes as are not in conflict with the stated purpose of the association.

**Section 3.** In case of dissolution of the association, monies, assets and records will be handed over to the Extension office in Spooner.

**Section 4.** At the end of each accounting year, defined as October 1 to September 30, the audit committee, appointed by the Board of Directors, will make an audit and report of the finances.

### Article XI Amendments

These by-laws may be altered, amended, or repealed and new by-laws adopted by a 2/3<sup>rd</sup> majority of the voting membership present at any association meeting, as long as any changes to the by-laws are presented at least one month prior to the voting.

*These bylaws were initially approved in September 2001. Revised January 2005, November 2010, June 2019, and February 2020.*

Copies of these by-laws are on the web at:

[https://www.northcountrymgv.org/uploads/6/9/3/7/69377869/bylaws\\_2020\\_revised\\_2-27-20\\_-\\_final.pdf](https://www.northcountrymgv.org/uploads/6/9/3/7/69377869/bylaws_2020_revised_2-27-20_-_final.pdf)

## Volunteer Projects

*There are many ways for volunteers to contribute. This is a sampling of the various volunteer activities of NCMGVA.*

**Seed Starting, Saving & Plant Maintenance:** Perform germination tests on older seed, when applicable, and procure new seed from established sources. Develop schedules for all seed starting, pot cleaning, transplanting and maintenance, e.g., watering, fertilizing, hardening off, harvesting, etc. Save seed from selected open-pollinated plant specimens grown at the Teaching & Display Garden to maintain varieties offered at the annual plant sale and other MG horticultural needs.

**May Plant Sale:** Activities include seed starting, signage, planning, procuring, marketing, preparing materials, setting-up, clean-up, collecting monies & assisting the public during the sale.

**Level 1 Master Gardener Volunteer Training Program:** Organize and conduct 36 hours of UW Master Gardener Volunteer curriculum sessions with hands-on training, in addition to online videos. Tasks may include review of trainee applications; assist with class set-up/breakdown and needs of the presenter and trainees; manage videos, nametags and attendance; and provide hands-on training if interested.

### **Children and Youth Programs:**

**School & Gardens:** Provide leadership and support to schools interested in horticulture & gardens (Locations: Spooner, Shell Lake, Webster, Hayward, etc)

**Mini Master Gardeners:** Half-day educational programs provided to youth (Mini-Masters, Home School, or Family Fest)

**Children's Garden:** Assist with hands-on, educational sessions with children, ages 3 to 12, bi-monthly from mid-June to mid-August at the Teaching & Display Garden.

## **Volunteer Projects**

**Teaching & Display Garden:** Participate in the educational demonstrations and tours throughout the Garden, including the All-America Selections ornamental & edible plants, Monarch and Pollinator Sanctuary (MAPS) aka perennial garden, Sensory Garden, and Children's Garden. Assist with planning, planting, maintaining, harvesting & promoting.

**Overall Planning:** Participate in the overall planning of the Teaching & Display Garden.

**All-America Selections:** Plan the garden beds and assist with planting/maintaining the AAS edible & ornamental plants. If participating in the annual design contest, manage that process.

**Monarch & Pollinator Sanctuary:** Plan/review layout of the perennial garden and assist with maintenance.

**Education:** Participate in the planning and programming of an adult educational series offered in the Garden.

**Twilight Garden Tour:** Plan and participate in an August event, featuring educational speakers, booths, food tastings, which attract 300 visitors.

**Groups Tours and Visits:** Plan event, guide groups and provide information.

**Horticulture Inquiries:** Listen, probe, record, research and respond to the public's horticultural questions and concerns, and demonstrate available resources. Onsite, at Farmers Markets, or phone/email inquiries.

**Speakers Bureau:** Speak on educational/horticultural subjects, which may include seminars, hands-on activities and informal/formal presentations.

**Communications to Public & Members:** Provide input to Member Handbook, Website & Blog.

**Wisconsin Master Gardener Association (WIMGA):** Attend two meetings a year as our representative to the Statewide Association, participate in committees, assist in district-wide communications and provide WIMGA required information and documents.

**Publicity/Marketing/Signage:** Each committee manages its own needs and coordinates with others.

## Online Links

### North Country Master Gardener Volunteers

[www.northcountrymgv.org](http://www.northcountrymgv.org)

### Spooner Agricultural Research Station Website

[spooner.ars.wisc.edu/demonstration-garden/](http://spooner.ars.wisc.edu/demonstration-garden/)

### Spooner Agricultural Research Station Facebook Page

[www.facebook.com/spoonerag](http://www.facebook.com/spoonerag)

### University of Wisconsin-Madison

### Division of Extension, Master Gardener Program

[wimastergardener.org](http://wimastergardener.org)

### Wisconsin Master Gardener Association (WIMGA)

[www.wimga.org](http://www.wimga.org)

