

North Country Master Gardener Volunteers Association 2021



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.

Table of Contents

NCMGVA Greetings	3
2021 Schedule of Events.....	4
Communicating	7
SARS Teaching & Display Garden Design	8
University of Wisconsin-Madison Contacts.....	11
Officers and Directors.....	12
Member Directory.....	13
Volunteer & Continuing Education Hours	17
Association By-Laws	18
Volunteer Projects.....	22
Online Links	24

Abbreviations and acronyms used in this booklet:

- AAS — All-America Selections
- MGVA — 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 Sandy Niewinski at slniewinski@gmail.com)

NCMGVA Greetings 2021

COVID-19 has created several challenges for our organization, yet we have managed to provide educational outreach via new technologies (ZOOM, Webinars, blogs, etc.) that have allowed us to safely live our mission of providing horticultural education.

We continue to plant and maintain our SARS Teaching and Display Garden located at 780 Orchard Lane here in Spooner open to the public for self-guided tours during day light hours, seven days a week mid-May through mid-September.

You can also “see” our gardens virtually thru our website at <http://www.northcountrymgv.org/>. On that site we also have videos, blogs, and many resources for you to enjoy horticulture, and perhaps learn something new.

The Spooner Agricultural Research Stations’ Teaching and Display Gardens 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 at our Teaching & Display Gardens
- Providing and end-of-the-season Twilight Garden Tour thru videos on our website and social media
- Capturing the garden’s seasonal changes/activities/events via photos/videos/social media
- In Burnett County, at Fort Folle Avione Historical Park our Master Gardener Volunteers provide horticultural education as well as plant and maintain garden beds.
- In Sawyer County, the Lac Courte Oreilles Ojibwa Community College Extension Dept. operates a sustainable Agriculture Research Station where we have participated in their LCO Family Day.
- In Washburn County, we provide a virtual Kids in the Garden - as well as providing virtual programs for adult horticultural education thru our Meet Me in the Garden series.
- Master Gardener Volunteers respond to the requests from the public regarding horticultural questions and plant health diagnostic inquiries.
- Master Gardener Volunteers write horticultural related blogs for our website and social media via Facebook
- Master Gardener Volunteers work collaboratively with other community service organizations

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

Roseann Meixelsperger
President, NCMGVA
rmeixe@gmail.com

2021 Schedule of Events

Due to the COVID-19 virus and guidelines from Wisconsin Department of Health Services, UW-Madison, and federal agencies: All Master Gardener Programs related to volunteer projects are suspended including, but not limited to, meetings, bus trips, and plant sales.

This will continue until further notice.

The only exception will be online educational activities. Meanwhile, we will continue to provide blog posts and videos on garden topics.

See the NCMGVA website for more events and details at:

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

NCMGVA Monthly Meetings (4th Thursday),
5:30 pm (except where noted) Subject to change—check website

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



Upcoming 2021 Programs

Please check the NCMGVA website for details and links for education sessions available online.

March 25, 10:00 am - Gardening with Ornamental Edibles Learn how to have a good looking landscape that you can eat. Hosted by Wisconsin Indianhead Technical College with Master Gardener Volunteer.

April 8, 10:00 am - Create A Potager Garden -- sponsored by the Weiss Community Library, Hayward.

April 22, 6:30 pm - "Hazelnuts: For Growing & Eating" (Earth Day) Sponsored by UW-Extension of Ashland & Bayfield Counties. The program is free and registration is required.

May 13, 6:30 pm "Unusual Hardy Plants for Open Sites"
Sponsored by UW Extension Ashland/Bayfield County Master Gardeners. Registration is required.



Spooner Research Garden Activities

Group tours are currently not available during the pandemic.,
715-635-3506

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

<http://wimastergardener.org>

2021 Annual Impact Reports

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

Due to the Pandemic, there was not a 2020 Impact Report. For the complete past County reports go to:

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

Statistical information

We currently have 41 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”

2020—Did not enter—“Make an Entrance”

The 2021 Garden Theme is “**Diversity in the Garden**” adapted from the All-America Selections Landscape Garden Design Contest.

Key Dates for Reporting and Planning

- **Schedule initial member meetings for January and February** to being the year's scheduling of events and activities
- **Dues to WIMGA Treasurer** due March 1
- **All active MGVs are required to enroll** for the year in the Online Reporting System by March 31
- **Annual Impact Report** is due to the State Program Office on after the calendar year closes—date to be determined
- **All hours need to be reported in the Online Reporting System** by MGVs—December 31

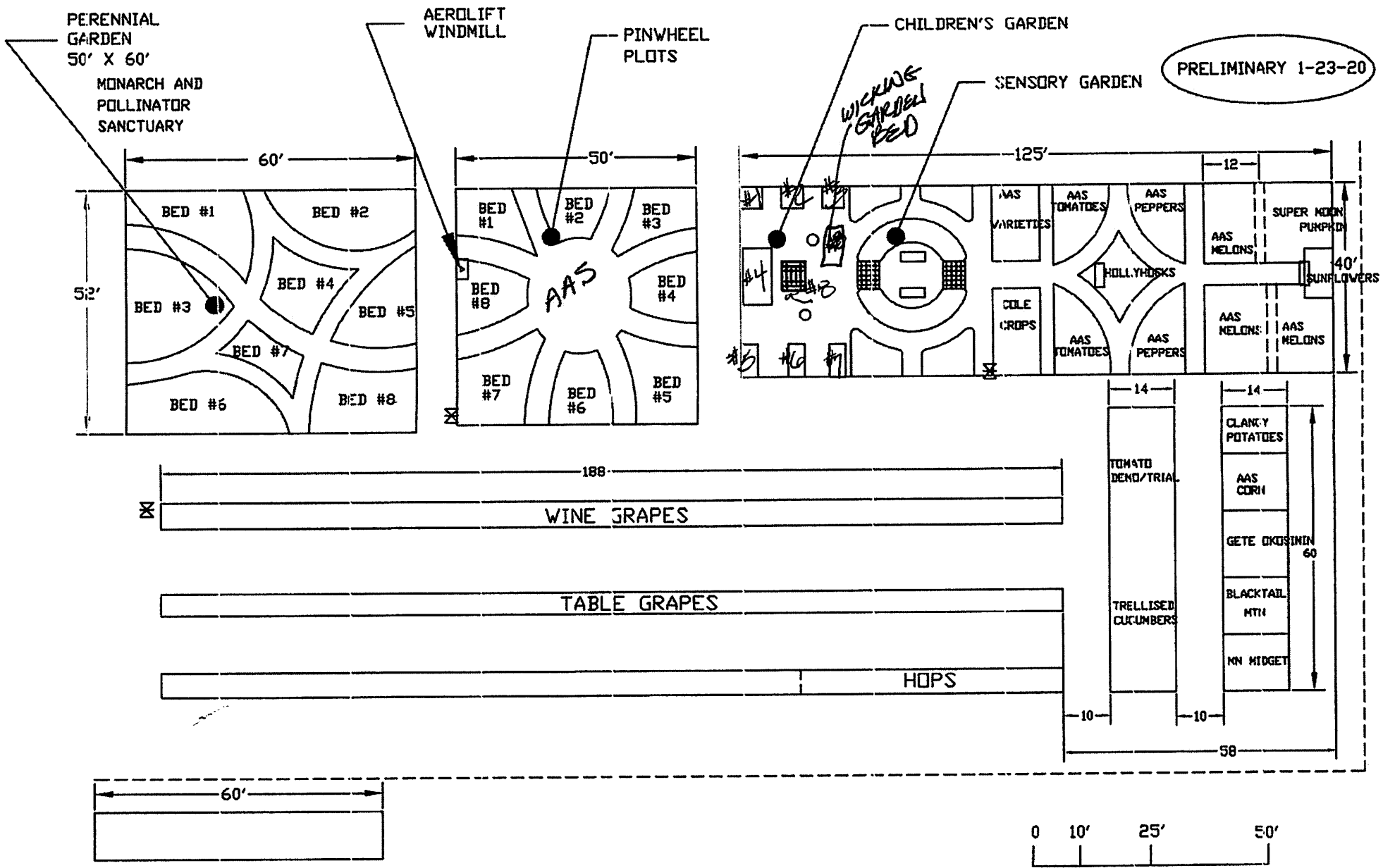
Communicating with Master Gardener Volunteers and other gardeners

Active Master Gardener Volunteers - this group email activemgvsfor2021@g-groups.wisc.edu can be used by any member whose name is listed in this directory and it will be sent to all the members listed.

Google Groups Email List - is maintained by Lorraine Toman to communicate via email with current or former members of the NCMGVA, MGV trainees or former trainees. The email address: mastergardenvolunteers@g-groups.wisc.edu will reach about 100 gardeners associated with NCMGVA.

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.

PRELIMINARY 1-23-20



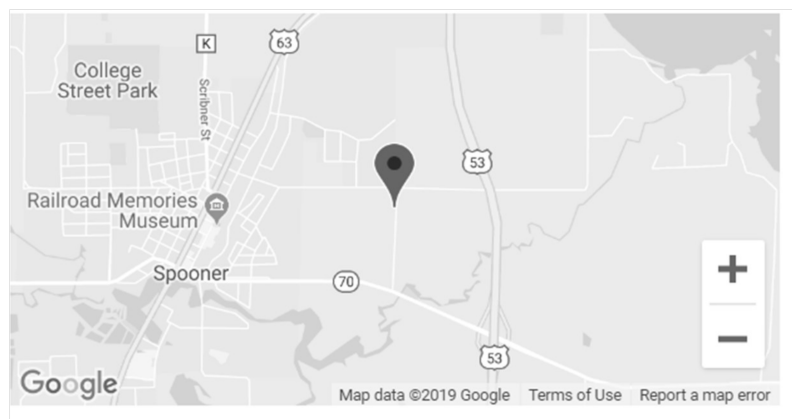
SARS Teaching and Display Garden

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

780 Orchard Lane, Spooner WI 715-635-3735

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
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Fax: 715-635-6741

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

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 9/30/21
 Vice-President Pam Davies– Term expires 9/30/21
 Secretary Deb Studley – Term expires 9/30/22*
 Treasurer Barb Boatman – Term expires 9/30/21

Directors

Sandy Niewinski – Term expires 9/30/21
 Jessie Crane – Term expires 9/30/22
 Jill Fries – Term expires 9/30/22

WIMGA Representative

Director-at-large: Janet Mangold
 Local Rep: Donna Amidon
 MGVA 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

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

* Two-year term expires 9/30/22 or until filled by another volunteer

Member Directory

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

This list is comprised of Master Gardener Volunteers certified for 2021, trainees, interns, honorary members, and those transferring from other areas.

*Communication with this group can be done with this email:
Activemgvsfor2021@g-groups.wisc.edu*

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Member contact information has been removed for this web version.

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Please contact Sue Reinardy at:

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sreinardy@centurytel.net for details.

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Volunteer & Continuing Education Hours

Enrollment is required before volunteering in each year. The enrollment process begins January 1 and ends March 31. It will only take you a couple of minutes to log in, check your information, and agree to the terms.

Important: You must complete enrollment prior to any volunteer activity. Any volunteer service completed prior to enrollment is illegible for reporting. You will have limited access to your account until enrollment process is completed. Volunteers who do not complete the enrollment process by March 31, 2021 will be considered as no longer participating in the program. Our reporting period is now on a calendar year basis, January to December.

Online reporting system—log in at: <https://wimastergardener.org/report-your-hours/>

Volunteer Hours Requirements Due to COVID

The same policy we had in 2020 will apply in 2021: You may report less than 24 hours of volunteer time at 2021 COVID approved projects (this may be zero hours). Only volunteer at approved projects if you feel you can do so safely. We continue to require the minimum of 10 hours of continuing education. The 10 hours of continuing ed plus completing all the volunteer mandates will be required to certify next year.

You have until December 31, 2021, to complete and report your hours in the online reporting system.

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

Note: In April, enrolled volunteers will get access to Canvas, the new online learning management system. In order to access future learning modules, such as Plants Plus and a modified version of our new onboarding course enrollment must be completed. There are more opportunities for Continuing Education, check those out on the policies page (scroll down the page to find Continuing education): <https://mastergardener.extension.wisc.edu/policies/> For those looking for continued education opportunities here are some:

- Listen to Wisconsin Public Radio's 'On Garden Talk' call-in radio show. Aired 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
- Webinar/Video/Television Series: Wisconsin Gardener, "Great Gardening", Duluth PBS – WDSE, Badger Talks online recorded webinars (related to plants, gardening, gardens only): <https://badgertalks.wisc.edu/>, Let's Grow Stuff short webinars <https://pbswisconsin.org/letsgrowstuff/>
- Webinars on the State MGVI website <http://wimastergardener.org/> under 'Horticulture Info' tab

By-Laws Updated March 25, 2021 North Country Master Gardeners

18

Article I

Section 1: Name and Location:

North Country Master Gardeners, Inc.
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

- A. 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.
- B. The educational purposes are within the meaning of Section 501(C)(3) of the internal Revenue Code. North Country Master Gardener Volunteers Association is a Non-Stock Corporation legally registered in Wisconsin.

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.
- c. **Honored Master Gardener Volunteers** – those persons certified by Extension who have accrued one thousand (1000) volunteer hours or ten (10) years of service, have demonstrated significant contributions to the MGV program, and have been approved by Extension for this permanent status. Good standing is accomplished by completing the Criminal Background Check (CBC), Mandated Reporter Training (MRT), and any other requirements set by Extension and after paying dues.
- d. **Exempt Master Gardener Volunteers** – those persons who have been Certified MGs who have been unable to complete minimum service and continuing education hours and who have requested exempt status from Extension. Good standing is accomplished by completing the Criminal Background Check (CBC), Mandated Reporter Training (MRT), and any other requirements set by Extension and after paying dues.

By-Laws

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.

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.

By-Laws

Article VII Honorary Positions

Section 1. Advisor – The Advisor, defined as an Extension Staff (under contract and employed by UW-Madison Division of Extension) 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 January.

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 2/3rd 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.

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 January 1 through December 31st.

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.

By-Laws

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, after paying or making provision for the payment of all of the liabilities of this Association, all of its monies, assets and records will be handed over to the Extension office in Spooner.

Section 4. At the end of each fiscal year, defined as January 1 to December 31, 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 2/3rd 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, February 2020, March 2021.

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

https://www.northcountrymgv.org/uploads/6/9/3/7/69377869/ncmgv_bylaws_updated_3-25-21.pdf

Volunteer Project Descriptions

*(Note: at this time volunteer projects are postponed due to the pandemic.
Watch for updates as the vaccine rolls out.)*

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.

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 Project Descriptions

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.

Online Links

North Country Master Gardener Volunteers

www.northcountrymgv.org

Spooner Agricultural Research Station Website

spooner.ars.wisc.edu/demonstration-garden/

Spooner Agricultural Research Station Facebook Page

www.facebook.com/spoonerag

University of Wisconsin-Madison

Division of Extension, Master Gardener Program

wimastergardener.org

Wisconsin Master Gardener Association (WIMGA)

www.wimga.org

