

Wisconsin Master Gardener Association (WIMGA)

Standing Committees



1. Partnership Committee with the University of Wisconsin Madison Division of Extension

- Makeup: President, Past President and two (2) Board members appointed by the Pres.
- Responsibilities:
 - Act in concert with University of Wisconsin Madison Division of Extension (Extension) Committee Members to advise Extension on Wisconsin Master Gardener Program standards, guidelines and issues.
 - Meet with Extension and prepare a report to be distributed to the Board and Local Representatives two weeks following the meeting with Extension.
 - Explore potential awards which would highlight Extension priorities.
 - Align WIMGA grants with Extension strategic priorities.
 - Represent WIMGA on Honored Status Review Committee.

2. Executive Committee

- Makeup: President, Vice President, Secretary and Treasurer
- Responsibilities:
 - Act on Board decisions on an interim basis.
 - Review, suggest changes and maintain the Standards Operating Procedures Manual to best serve the Board.
 - Appoint a committee to review WIMGA by-laws on an annual basis.
 - Develop suggested revisions of the WIMGA by-laws to submit to the Board and Local Representatives for discussion and approval.
 - Present WIMGA by-law changes for approval by the WIMGA membership at the Annual Meeting.
 - Review new association by-laws when they apply for membership into WIMGA.
 - Review revised by-laws developed by existing local association groups.
 - Provide orientation for new Board members and Local Representatives.

3. Continuing Education Committee

- Makeup: A minimum of two (2) Board members appointed annually
- Responsibilities:
 - Ask local associations to host/work with WIMGA in the conduct of an Annual Conference.
 - Organize leadership seminars for local associations.

4. Finance Committee

- Makeup: WIMGA Treasurer and three (3) Board Members
- Responsibilities:
 - Develop the Association's annual budget for approval by the full Board.
 - Review the Association's financial situation and propose policy-related solutions. as to how money is raised and expended by the Association.
 - Oversee/approve education grants.
 - Ensure grants awarded for measurable community impact align with the goals of the Master Gardener Volunteer program.
 - Monitor and maintain WIMGA's non-profit status as a Non-Stock Corporation.

5. Strategic Planning Committee

- Makeup: Minimum of two (2) Board members
- Responsibilities:
 - Draft a consistent annual process for setting strategies, goals, and projects/activities to be presented to the Board and Local Representatives for approval.
 - Manage the work of strategic planning sub-committees.

6. Communications Committee

- Makeup: Minimum of two (2) Board members
- Responsibilities:
 - Newsletter:
 - Gather/solicit/write articles for WIMGA newsletter.
 - Work with MGV Program office to meet publication criteria and deadlines.
 - Website:
 - Monitor and maintain a current website.
 - Work for improvements to make the site more useful to WIMGA members.
 - Social media communication
 - Explore the use of social media as a means of communication about and promotion of WIMGA
 - Speakers' Bureau
 - Maintain a collection of speakers available to local associations

At the discretion of committee chairpersons, non-Board members of WIMGA may be considered for service on committees, excluding the Partnership, Executive, and Finance committees.