

**Master Gardener Board of Directors
Minutes of Special Board Votes
For January 2011**

The following special meeting minutes are submitted in accordance with NSVMGA Guidelines, i.e., “When time requires it, special meetings may take place via email. Minutes shall be taken for all regular and special meetings and kept by the Association’s Secretary.”

The email responses shown below are listed in chronological order as received by the Secretary.

January 16, 2011: Following the adjournment of our Fort Valley Meeting, President John Dickhute asked Board Members Cy Haley, Scott Hinkle, Suzanne Boag, and Bob Carlton to approve a \$50 speaker’s fee for Fort Valley Nursery. All Board members concurred via voice response and payment of \$50 to Fort Valley Nursery was approved.

January 19, 2011: Suzanne Boag emailed Board Members Cy Haley, Scott Hinkle, Bob Carlton, and John Dickhute requesting approval of payment to Friends of the State Arboretum (FOSA) of \$50 for a Garden Fair booth in spring and \$15 for an ArborFest booth in the fall. She explained that the registration fees are due by February 21, 2011, and noted that a ten-dollar discount is provided if fees are remitted by that date. All five Board members approved the \$65 expenditure of funds (which includes the discount) via email for booth registration at the Blandy events, as follows:

- Cy responded, “I have no problem approving the payment of fees for both Garden Fair and Arbor Fest.”
- Bob responded, “I approve the expenditure of funds for participation in these events.”
- John responded, “I approve the application fee.”
- Scott responded, “I also agree for us to be in these two events and will send the two checks as requested.”

January 22, 2011: President John Dickhute emailed and telephoned Board Members Cy Haley, Scott Hinkle, Suzanne Boag, and Bob Carlton to request approval for the following proposal, which required a timely response as Class Coordinator Helen Lake had advised John via email that she was in need of a laptop in order to conduct classes, which begin February 1. John’s email stated that:

“I propose we bite the bullet and authorize 2 more laptops. One for the class (and is a floater between class years) and one for the Secretary (which can be used if required as a secondary back-up floater - only if necessary).... Costco has MS Office 2010 Student version (WORD, EXCEL, POWERPOINT & OUTLOOK) for \$130 but it can be loaded on 3 computers. Laptops

were in the \$575-\$700 range. There was a printer deal also at about \$20 with the purchase of a PC but I have to check the fine-print.”

- Bob responded via email, stating, “I approve.”
- Suzanne responded via email, stating, “I support the concept of providing computer resources to NSVMGAers who require such equipment to carry out their duties in support of the organization. I think your willingness to act expeditiously to meet Helen's time sensitive requirement is laudable. As long as the expenditure of funds you propose is in consonance with the bylaws and guidelines, I support your proposal as described [below]. I presume that you will introduce a follow-up plan to ensure the accountability of the Association's computers and other significant property.”
- Cy’s and Scott’s votes were provided by John in an email advising the Board that, “By phone, Cy and Scott approved.”
- John responded in that same email, “I concur.”

January 23, 2011:

Randy emailed a project application from Warren County for Board approval. Marsha Burd is the project leader and the project is a Butterfly Demonstration Garden located in the Happy Creek Arboretum. Board members Bob, John, Suzanne, Cy, and Scott all emailed approval for the project. Cy forwarded the approval to Randy.

Respectfully submitted,

Suzanne Boag
NSVMGA Secretary