

**Northern Shenandoah Valley Master Gardener's Association
Board of Directors Meeting
Strasburg Community Center, Strasburg
May 12, 2015**

Attendees:

Susan Garrett, President	Karen Brill, Vice President
Kris Behrends, Secretary	Lee Demko, Treasurer
Bob Carlton, Past President	

Mary Flagg, Volunteer Coordinator
John Kummer, Frederick Co. Coordinator
Sharon Bradshaw, Shenandoah Co. Coordinator
Stacey Smith, Communications and Publicity Chair

April Board Minutes: Susan Garrett noted that the minutes were distributed to the Advisory Board. Bob Carlton moved to accept the minutes, Karen Brill seconded, and it was approved by the voting Board members.

Correspondence: A thank-you note from Emily Wickham for the gift certificate was passed around.

Treasurer's Report: Lee Demko presented the report that follows:

Northern Shenandoah Valley Master Gardener Association
Financial Statement for Period Ending 4/30/2015

Outstanding Checks

1564	A Hutchinson	\$30.00
1565	C Frenzel	\$50.00
1566	M Neese	\$50.00
1567	C DeMasi	\$39.14
1568	C Dickey	\$24.98
1569	Treas. Of Clarke Cnty	\$90.00

Total Outstanding Checks as of 4/30/2015 \$284.12

Current Checking Balance as of 4/30/2015 \$6,203.60

Investments:

CD United Bank	\$5172.24
CD United Bank	\$5103.36

Total Cash on Hand \$16,479.20

Submitted by Sandra Lee Demko, Treasurer

Vice President's Report: Karen Brill announced that she would like for the July meeting to return to Clarke County. She will work with Mark Sutphin on a program, and Susan Garrett will work on the site for the meeting.

Strategic Plan: Review of goals follows.

1. Assess the Structure of NSVMGA

- a. Better Job Description (Completed with exception of FAQs)
- b. Cross Training (Mary Flagg will talk with the county coordinators regarding inviting a person from their county to each board meeting.)
- c. Unit vs. County Responsibility (County coordinators met with Mary Flagg to determine if a project is a unit project or county project. This will be determined on the person-power required for the project. Also, intern requirements are staffing the GreenLine and at least six of the 50 required hours have to include face-to-face time with the public.
- d. Time and Place of Meetings (survey has been completed)
- e. VP Position(s)
 - i. Assess Board makeup (Because this would be a major change, it will have to be referred to the Bylaws Committee.)

- ii. Succession planning (County coordinators would have a good idea of possible leaders within their county. Board meeting dates should be announced at association meetings.)

County Coordinators' Reports:

Clarke County: The Garden Fair at Blandy Farms was held the weekend of May 2. A table was also set up at the Clarke County High School plant sale.

Frederick County: John Kummer, the new county coordinator, reported that the GreenLine is every Friday from 9 a.m. to noon. MGs are not volunteering for this event which is a great learning experience. Discussion followed giving John guidance on how to follow up on getting volunteers signed up. Angie Hutchinson and Karen Brill met with the Douglas Community Learning Center for preparing a rain garden. There was a good turnout for this event.

Page County: Sent pictures of the chinquapin oak.

Shenandoah County: Sharon Bradshaw reported that there are ongoing activities in Shenandoah County.

- Green Help Line
- Woodstock Farmers' Market
- Strasburg Farmers' Market
- New Market Rain Garden

A one-time plant clinic was held at Tractor Supply which assisted children in planting seeds for them to take home.

A new project will begin this month which is the Sam Moore Cemetery Project. MGs will be working with several community groups to plan for reclaiming and landscaping an abandoned site which was a slave cemetery.

A new canopy will be purchased due to storm damage to the current one.

Warren County: The children's garden at Samuel's Library includes raised beds, a pergola, and a labyrinth.

Volunteer Coordinator: Mary Flagg provided the following information:

- There are members who have not sent in their recertification papers but paid dues as of the April meeting.
- There are members who turned in Recertification papers and dues but did not meet the 2014 hourly requirements.
- Adjunct status—Bob Carlton moved and Karen Brill seconded and approval given for this status for Randy Embrey and Joyce Scott.
- Bob Carlton moved, Karen Brill seconded, and it was approved to a six-month extension for interns to achieve their required 50 hours.

VCE Agent: An e-mail will be sent out to membership regarding the background check now required for volunteer groups.

Standing Committees:

Communications and Publicity:

- Stacey Smith is requesting "action shot" pictures of MG members staffing the Green Help Line, along with the names of all participants.
- Press will be going out with names of the scholarship winners.
- Monthly meetings are being published in the Shenandoah Valley Herald, and she's working on getting back into the Northern Virginia Daily.
- She's also working on publishing VCE "Monthly Gardening Tips" on the website to share vital information with the public.
- A Publicity and Communications will be held after Garden Fest with Elaine Specht and Sari Carp an intern with the 2015 class.
- An order needs to be placed for tri-fold daylily brochures for the Garden Fest.
 - Bob Carlton moved/Karen Brill seconded/approved to authorize purchasing 5000 brochures if under \$250. Bob Carlton then moved, Karen Brill seconded, and it was approved to change the 5000 brochures to 1000 brochures if under \$250.

Education: Karen Brill requested \$120 be reimbursed to the Frederick Co. 4H for van mileage and gas. Bob Carlton moved, Lee Demko seconded, and it was approved.

Rebecca Davis will be presenting a workshop on Preservation on Thursday, July 30.

Sandy Ward and Karen Brill are working on another educational opportunity for MG members. They have spoken with Janet Heishman, Gabalot Gardens, regarding a presentation on fall gardens. An honorarium would be offered to Janet.

The Symposium for 2016 will be either March 5 or March 12 (which is Shenandoah University's spring break). Lee Demko will provide Karen Brill a list of expenditures so that she'll have an idea of what the cost will be for next year's symposium.

Finance: No report

Newsletter: The newsletter has been published for May.

Special Committees:

2015 MG Class Update: The class has been completed.

Scholarship: There are four recipients of the scholarships, and it has been requested that an MG member attend to present the scholarship. :

- Sharon Bradshaw will attend the June 8 event to present a scholarship to two Shenandoah County recipients.
- Karen Brill will attend the May 26 event to present a scholarship to one Warren County recipient.

- One scholarship will be given on May 17 to a Frederick County recipient.

GardenFest: All leadership positions have been filled for the event.

Sunshine: Suzanne has been doing a wonderful job sending out cards to MG members. Johan Guss had abdominal surgery, and Mark Sutphin was sent a graduation card for his achieving his MBA.

Old Business:

Inventory List: County coordinators are working on this.

Carolyn Wilson will be asked to contact Johan Guss regarding a tree as a memorial gift for Ron Guss.

Table cloths: No update.

New Business:

John Kummer will send out an e-mail to recruit members to assist with the 2016 MG class.

Scholarships to MG College are ongoing: \$250 for the Volunteer Coordinator, \$250 to be divided among elected board members, and \$250 split among members attending.

Bob Carlton moved to adjourn the meeting, Karen Brill seconded it, and the motion was approved.

The next meeting will be held at 6 p.m. on June 9 at Strasburg Community Center.

Respectfully submitted by

Kris Behrends
NSVMGA Secretary