

**Northern Shenandoah Valley Master Gardener's Association
Board of Directors Meeting
Strasburg Community Center, Strasburg
October 13, 2015**

Attendees:

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

John Kummer, Frederick Co. Coordinator
Sharon Bradshaw, Shenandoah Co. Coordinator
Anne Dewey-Balzhiser, Parliamentarian
Cy Haley
Helen Lake
Lynn Hoffman, Scholarship Chair
Stacey Smith, Publicity Chair
Mark Sutphin, VCE Agent

Karen Brill brought the meeting to order at 6 p.m.

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

Treasurer's Report: Via e-mail Suzanne Boag submitted a request for up to \$80 for materials for the Gathering project. Kris Behrends moved to approve the funding, Lee Demko seconded it, and the motion passed.

The following report was submitted:

NORTHERN SHENANDOAH VALLEY MASTER GARDENER ASSOCIATION

Financial Statement for Period Ending October 11, 2015

Checking Balance as of 10/11/2015	\$ 2406.31
<u>Outstanding checks:</u>	
1564 A Hutchinson	\$ 30.00
1566 M Neese	\$ 50.00
1614 S Smith	\$ 57.52
1617 D Funk-Smith	\$50.00
1624 M. Craig	\$ 60.17
1625 M Craig	\$65.63
<u>Total Outstanding Checks as of 10/11/2015</u>	\$ 313.72
Checking Balance as of 10/11/2015	\$ 2,406.31
<u>Investments:</u>	
CD/United Bank	\$ 5,172.24
Savings/United Bank	\$ 5,103.36
(College/HS Memorial Scholarship Fund)	
Total Balance on Hand	12,681.91

Respectfully submitted: Sandra Lee Demko

Vice President's Report: Karen Brill reminded members present that the October meeting will be at Shenandoah Vineyards in Shenandoah County.

Ad Hoc Scholarship Guidelines: A proposed "Guidelines for the Northern Shenandoah Valley Master Gardener Association Memorial College and High School Scholarships" was presented to the group. Bob Carlton moved that this replace the former Scholarship Guidelines. Lee Demko seconded the motion, and it passed. Discussion followed regarding the inclusion of "Is a citizen of the United States of America" in the criteria for the scholarships. The motion passed as originally made by Bob Carlton. The revised Scholarship Guidelines as approved by the board at this meeting will be put before the membership prior to the November meeting for their review.

County Coordinators' Reports:

Clarke County: No report.

Frederick County: John Kummer reported that Frederick County hosted ArborFest and remarked about the low turnout. Cy Haley advised that there were a lot of other events going on that same weekend, and that may have

caused the low turnout. Frederick County is wrapping up for the year. He would like to have a final meeting in November or December.

Page County: Via e-mail Lesley Mack reported that not much new is going on in Page County other than what was reported in the newsletter.

Shenandoah County: Sharon Bradshaw reported that several Shenandoah County MGs joined together to celebrate the volunteer year over dinner and laughs at Woodstock Café on September 25. Individual recognitions were distributed and door prizes were won.

The Strasburg Farmers' Market continues into October, and the GreenLine office hours will continue through the third Friday in October. After that, they will go to computer monitoring and "on-call" responses from the Extension Office.

Most of their projects are complete or are winding down at this point.

Warren County: No report.

Volunteer Coordinator: Via e-mail Mary Flagg reported that 13 of 19 of the 2015 interns have earned MG status. She encourages all members to enter their volunteer and education hours in VMS.

VCE Agent: Mark Sutphin shared the following:

- They are progressing with the screenings. Nine members remain to complete the process. Only active volunteers have to have the background check (doesn't include Emeritus members).
- He has Philadelphia flower show brochures available (event will be March 5 - 13).
- A meeting for the 2016 class will be held at 10 a.m. at the Frederick County Extension Office on October 21.

Standing Committees:

Communications and Publicity: There will be a committee meeting on October 31. Elaine Specht, Sari Carp, and Joy Brunk are on the committee with Stacey Smith. Committee members will work individually with the different projects. Elaine will work on the Seed Exchange project, Joy will cover the Symposium, and Sari will help with the 2016 MG class. Stacey will be stepping down as chairperson but will work with whomever succeeds her.

Education: Karen Brill asked for recommendations on what fee to charge for the Symposium. Discussion pursued. Bob Carlton moved to set the fee at \$45 for MG members and \$55 for non-MG members (fee will include lunch and four raffle tickets). Lee Demko seconded the motion, and it passed.

Finance: Lee Demko presented a proposed 2016 budget to all present. After much discussion, the budget was revised. Kris Behrends moved to accept the revised budget for presentation to the association, Bob Carlton seconded it, and the motion passed.

Membership: No report.

Newsletter: No report.

Sunshine: Suzanne Boag reported via e-mail that sympathy cards were sent to Carol Pitillo and Tom Mack.

Special Committees:

GardenFest: Cy Haley presented a recap of the 2015 GardenFest and the Kick-off for the 2016 event. A meeting was held on August 29. All leadership positions have been filled.

Nominating: Bob Carlton moved to accept the nominations for offices listed below for presentation to the membership, Lee Demko seconded it, and it was approved:

- President - Susan Garrett (Clarke, 2010)
- Past President - Bob Carlton (Shenandoah, 2002)
- Vice President - Karen Brill (Frederick, 2007)
- Secretary - Stacey Smith (Shenandoah, 2014)
- Treasurer - Lee Demko (Frederick, 2013)

Old Business:

Sharon Bradshaw presented a thank-you card from Johan Guss for the memorial trees in Ron Guss' honor.

Karen Brill reported on the Leadership Development Training that was held on October 7 in Culpeper, VA. Attendees were Sharon Bradshaw, Anne Dewey-Balzhiser, Karen Brill, Bob Carlton, and Mark Sutphin.

Some of the presentations offered were: "State Coordinator Office Update", "Volunteer Management Resources", and "Leadership Toolshed/Managing Conflict". John Freeborn provided information on training modules keyed to the training manual and the coordinators' manual as well as ways to find resources to use for advertising and publicity. He also presented the following data about MGs:

- Sixty-two units across the Commonwealth of Virginia
- A contribution of 473,000 hours by 5,500 volunteers
- Contacts reached equaled 557,000

New Business:

Anne Dewey-Balzhiser will be offering two sessions of public speaking training in November and in December. The maximum for each class will be eight.

Elaine Specht has requested \$60 to cover expenses for the Seed Exchange project. Bob Carlton moved to modify the County Projects line item on the 2016 Budget to County/Unit Projects line item, and this \$60 could be covered by that in the budget. Lee Demko seconded the motion, and it was approved.

Kris Behrends presented a Master Gardener Timekeeping document created by Anne Dewey-Balzhiser that she requests be posted on VMS to assist members in how to document their hours for the association. The finalized document will be sent to Mary Flagg for posting where members can easily locate it.

Strategic Plan:

4. More Effectively Serve Our Community

- b. Investigate ways to increase organization income for additional projects
 - i. Determine legality
 - ii. VCE Guidelines

From the document that Sharon Bradshaw had presented at a previous board meeting, the group present voted on the following:

- Increase membership dues (all voted for this)
- Increase charge for plant sales at GardenFest (all voted against this)
- Increase entrance fee for Symposium (more on this under Education)
- 50-50 raffle at meetings (all voted for this)
- Apply for grants (this would have to be for a specific project—no vote at this time)

Bob Carlton moved to adjourn the meeting, Lee Demko seconded the motion, and it was approved.

The next meeting will be held at 6 p.m. on Tuesday, November 10, at Strasburg Community Center.

Respectfully submitted by

Kris Behrends

NSVMGA Secretary