

**Minutes for The Northern Shenandoah Valley Master Gardener Association  
Board of Directors Meeting Held November 1, 2016**

## **Call to Order**

The Northern Shenandoah Valley Master Gardener Association held a board of directors meeting November 1, 2016, at 7882 Main St, Middletown, VA 22645. Susan Garrett, president, presided over the meeting and called it to order at 6:00 PM. Stacey Smith served as secretary.

## **Attendees**

### Voting Board of Directors:

Susan Garrett, President  
Karen Brill, Vice President  
Stacey Smith, Secretary  
Lee Demko, Treasurer  
Bob Carlton, Past President

***A quorum was present***

### Advisory Board Members:

Ginny Smith, Clarke County Coordinator  
John Kummer, Frederick County Coordinator  
Sharon Bradshaw, Shenandoah County Coordinator

Suzanne Boag, FB Coordinator  
Bob Gail, Symposium Co-Chair  
Cy Haley, Garden Fest Chair  
Lynn Hoffmann, Scholarship Chair  
Helen Lake, Frederick County Coordinator to be  
Ann Levi, Guidelines Chair  
Sandra Ward, Education Co-Chair  
Russ Watkins, Master Gardener

## **Opening Remarks**

Opening remarks included an agenda review.

## **Officers' Reports**

### **Secretary:**

Susan Garrett reported that the minutes for the previous month's board of directors meeting were distributed via email.

***Motion:*** Bob Carlton made a motion to approve the minutes of the previous month's board of directors meeting as emailed. Lee Demko seconded the motion. The motion carried with all in favor and none against.

Correspondence: None.

Stacey Smith reported three members of the board of directors met October 16, 2016 before the monthly Association meeting to discuss the Frederick County Coordinator position.

***Motion:*** Stacey Smith made a motion to appoint Helen Lake as the new Frederick County Coordinator at the end of John Kummer's term. Lee Demko seconded the motion. The motion carried with 3 in favor and none against.

**Minutes for The Northern Shenandoah Valley Master Gardener Association  
Board of Directors Meeting Held November 1, 2016**

**Treasurer:**

No report.

**Review of 2017 Unit Projects:**

All those in attendance discussed unit projects for the year and whether the projects should continue. The following abbreviated comments about each project do not represent all conversation.

- **ArborFest:** *Possibly Continue.* The 2017 board should carefully consider future participation in the event in light of poor weather, low vendors, and low number of contacts made.
- **Belle Grove Christmas Display:** *Continue.* Is a popular project, and 20 are signed up for the 2016 educational portion of the display.
- **Belle Grove Teaching Garden:** *Continue.* Project scope may expand to include trails and slave cemeteries when Belle Grove is ready.
- **Belle Grove the Barn Series:** *Continue.* Close to \$1,000.00 made for the scholarship fund in 2016. Belle Grove liked the series, and attendees gave good feedback.
- **Blandy Community Garden:** *Continue.* In second year, garden produced significant food for CCAP and is a good teaching garden.
- **Blandy Seed Exchange:** *Continue.* Event continues to have good turnout, and it was well organized.
- **GardenFair at Blandy:** *Continue.* Frederick and/or Clarke (depending on ArborFest) will manage next year. It continues to be well attended.
- **GardenFest at Belle Grove:** *Continue.* Grows in attendance and income each year. Focus in 2017 is on children, and the budget for the event includes advertising.
- **Jr MG Greenwood Mill:** *Continue.* Hybrid event run with 4H. Master Gardeners do most of the teaching. Well attended.
- **Jr MG Homeschoolers:** *Continue.* Is a popular program that needs more attendance. Committee is looking for outlets to interact with more homeschoolers.
- **MG Class of 2016 & 2017:** *Continue.* Helen Lake's manual from 2011 has evolved and well serves coordinators. 2016 students have almost all reached their hours requirement, and 2017 already has good interest.

Discussion followed, confirming Strasburg community center as the continued location for board meetings. Members also discussed highs and lows for the year.

In conclusion, Susan Garrett suggested that each county hold a meeting to review its projects. Counties should consider what to keep and what to change. In addition, County coordinators and Green Help Line leads will meet in 2017 to discuss standardizing across all five counties and possibly incorporating the website.

**Minutes for The Northern Shenandoah Valley Master Gardener Association  
Board of Directors Meeting Held November 1, 2016**

## **Officers' Reports Continued**

### **Vice President:**

Karen Brill amended her October report to the board to correct the location of the November Board meeting.

## **Advisory Board Reports**

### **Clarke County Coordinator:**

No report.

### **Frederick County Coordinator:**

John Kummer presented the Frederick County report. The county will host a yearend event November 15<sup>th</sup> at 7:00 pm at a meeting room in Westminster Canterbury.

### **Page County Coordinator:**

Lesley Mack presented the Page County report via email, reviewing the county's projects for 2016 and requesting that all of the projects continue for 2017.

- Fair...a great project for connecting with folks that attend the Page County Fair in August and the Heritage Festival in October. Both events are held at the Page County Fair Grounds.
- Farmers' Market...Cheryl has been steadfast in following the farmers' market wherever the organizers decided to have the event for that weekend. She talked with lots of folks and was quite pleased with the interest in the NSVMGA, as well as her ability to get all their questions answered.
- GreenLine...April Mays has been a wonderful collector of any questions that come into the Stanley Extension office. The same day she receives the question she sends out an email with all the pertinent information. One of the Master Gardeners in Page County then takes care of the person and their question via email, phone, or visit. If a question/request for a home consultation is made, one of us will go for a visit. Most questions are answered via email or phone.
- Educational Tours/Mack Garden aka Birdsong Pleasure Garden...Now that the Garden is listed on Virginia is for Lovers, Artisan Trails of Virginia, Facebook, Trip Advisor, and rack cards can be found in area restaurants/shops and B&Bs, the visitation rate has increased, as well as the number of hours folks are staying to enjoy the gardens and have questions answered. We expect the visitation rate to increase in the years to come.
- Chinquapin Oak...The fabulous oak continues to thrive. There have been several Master Gardener workdays in which the oak was inspected, weeds pulled, mulched, etc. One of the workdays involved the youth from the Valley Health Care system on one of their "give back to the community" days. The large group spent several hours during the HOT

**Minutes for The Northern Shenandoah Valley Master Gardener Association  
Board of Directors Meeting Held November 1, 2016**

summer to work around the oak. We continue to work with the town to prepare an area for the marble bench and an explanation/blurb about the tree. We hope to have the town's Arbor Day Celebration at the oak with the dedication of the bench.

- Farm Day... Shenandoah Elementary School hosted a Farm Day in April, and we participated. We used peat pots for two types of veggies for the students at the school, including extras for the teachers and one for the classroom. The veggies were sprouted and green when we delivered the pots, and Cheryl made excellent planting & care tags for each pot.

**Shenandoah County Coordinator:**

Sharon Bradshaw presented the Shenandoah County report. Most of our activities have slowed down by this time of year. Planting spring flowering bulbs with a couple of community groups is scheduled for Corhaven Graveyard this month. Our newest effort, the Woodstock Community Garden, is in a very active planning period, with gardening classes to begin in March.

**Warren County Coordinator:**

No report.

**Volunteer Coordinator:**

Mary Flagg presented the Volunteer Coordinator report by email. We will recognize two new Master Gardeners (Bob Luce and Jeff Patton) at the next meeting. Only one intern remains, and he has not entered any hours in VMS.

**VCE Agent:**

No report.

**Standing Committee Report**

**Communications and Publicity:**

Susan Garrett reported that Kris Behrends is stepping down as chair.

**Motion:** Bob Carlton made a motion to appoint Lynn Hoffmann as the new Communications and Publicity committee chair. Lee Demko seconded the motion. The motion carried with all in favor and none against.

**Education:**

No report.

**Finance:**

No report.

**Minutes for The Northern Shenandoah Valley Master Gardener Association  
Board of Directors Meeting Held November 1, 2016**

**Membership:**

No report.

**Newsletter:**

No report.

**Special Committee Reports**

No reports.

**Old Business**

1) Electronic Payments: Bob Gail has researched electronic payments and registration for the 2017 Symposium. PayPal looks like the best option.

**Motion:** Stacey Smith made a motion to test PayPal and electronic registration for the 2017 Symposium at no additional cost to attendees. Lee Demko seconded the motion. The motion carried with all in favor and none against.

**New Business**

1) Strasburg Community Center Donation: Susan Garrett reported that the Association has not made a donation in gratitude for the use of the Community Center since 2014, when a \$100 donation was made.

**Motion:** Karen Brill made a motion that the Association send a \$150 check from the donation budget to Sherand Smith at the Strasburg Community Center for use of the location in 2015 and 2016. Bob Carlton seconded the motion. The motion carried with all in favor and none against.

**Closing Remarks**

None.

**Adjournment**

**Motion:** Bob Carlton made a motion to adjourn the meeting. Karen Brill seconded the motion. The motion carried with all in favor and none against, and the meeting was adjourned at 7:54 pm.

Respectfully submitted by:

---

Stacey Smith, Secretary  
Northern Shenandoah Valley Master Gardener Association

Date Approved by the Board