

Minutes for Northern Shenandoah Valley Master Gardener Association
Board of Directors Meeting Held May 9, 2019

Call to Order

The Northern Shenandoah Valley Master Gardeners Association held a board of directors meeting May 9, 2019 at 125 Prosperity Drive, Winchester, Virginia 22602. Bob Gail, President, presided over the meeting and called it to order at 6:01 PM.

Opening Remarks

Bob Gail welcomed everyone to the meeting. He reported that Carolyn Rutherford was ill and would not be at the meeting.

Attendees

Voting Board of Directors

Bob Gail, President
Sue Rogers, Treasurer
Sandra Ward, Secretary

Advisory Board Members

Ann Levi, Clarke County Coordinator
Lynn Hoffmann, Publicity/Scholarship Chair
Stacey Smith, Newsletter Editor

Officers' Reports

Vice President

No report.

Secretary

Sue Rogers moved to approve the April board meeting minutes as emailed by Sandy Ward. Bob Gail seconded the motion. Motion carried.

Correspondence: Lynn Hoffmann reported that the Association had received letters of thanks, in the form of drawings, from the kids in the school group.

Treasurer

Sue Rogers reported that she would send out the April financial reports to the Board members by email. She has been working on the Association tax returns.

Sue added that the Symposium results are now final, and \$5401.10 was transferred to the Scholarship Fund.

Old Business

None

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New Business

None.

VCE Agent Report

No report.

ELC Member Report

No report. Bob reported that the ELC has been looking at the Northern Shenandoah Valley 2018 Annual Report, covering the five counties.

Volunteer Coordinator Report

No report.

County Coordinators Reports

Clarke

Ann Levi reported that MGs had done a presentation at the Senior Center on tomato plants. The next topic will be stand-up planters. She also reported on the set-up for the Blandy Plant Sale on May 10-12.

Frederick

Mary Turner reported that Frederick County projects are going well. The Farmers Market begins Saturday, May 11. The greenhouse for Freemont has not been set up yet.

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Lesley Mack reported via email. Cheryl McDonald is planning to be at the Farmer's Market in Luray on the second and fourth Saturdays of the month, May through September, from 9am until noon.

Shenandoah

No report.

Warren

No report.

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Standing Committee Reports

Communications and Publicity

Lynn reported that the news media have all been sent updates and Community Calendars contacted about Garden Fest. The contact page has been updated on the Web site.

Scholarship

Lynn reported that we will award all scholarships this year. The recipients are Cynthia Fairbanks, Molly Meader, Mikalyia St. Claire, Emma Collins, and Jonathan Ames. Helen Lake and Kristin Gaulard will attend the Award Ceremony.

Lynn will chair the scholarship committee again next year.

Education – MG Educational Adventures

No report.

Newsletter

Stacey reported that she is promoting the Garden Fest plant sale next. She needs pictures and verbiage for Facebook.

The next newsletter deadline is July 1.

Special Committees

Jr. MG Program

Lynn reported that the program is going well.

2020 Symposium

Lynn reported that the committee has been established. The date may be March 7, 2020.

2020 MG Class

Stacey said that Elaine Specht will report on plans for the 2020 class at the June board meeting, including their vision for how the lab sessions will be handled.

Garden Fest Plants

Stacey reported that the pricing devices that will be used this year will cut labor. She noted that there are not as many plants this year and suggested looking at what other groups do. One solution might be to buy plugs.

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Stacey needs five leaders for plants.

2019 Fall Fest

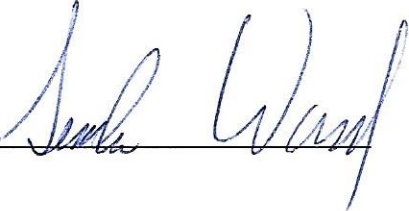
Lynn reported that the Fall Fest will be a half-day event, on September 8.

Closing Remarks

Bob stated that the May Association meeting will be short, before the graduation ceremony for the 2019 class. The focus of the business meeting will be on Garden Fest.

Adjournment

The meeting was adjourned at 7:00 PM.

Respectfully submitted by 
Sandra Ward
NSVMGA Secretary

Date Approved 6/13/19

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Appendix

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Northern Shenandoah Valley Master Gardener Association Treasurer's Report YTD April 2019

FINANCIAL POSITION

GENERAL FUNDS (Checking Account)

Checking Balance -March 31 , 2019 \$ 38,422.09

<u>DEPOSITS</u>	<u>Date</u>	<u>CREDIT</u>	<u>Description</u>	<u>Amount</u>
	5-Apr-19	CREDIT	Deposit - Membership Dues - Reynolds	\$20.00
	16-Apr-19	CREDIT	DEPOSIT Dues, Bee H, Repayment of 3/19 NSF	\$111.00
	23-Apr-19	CREDIT	Deposit - 25.00 - Mt Jackson Garden Cl honorarium	\$25.00
	30-Apr-19	CREDIT	Bee Houses, Symp Book Sales, GF Plant Pre-Sales	\$142.51
Total April 2019 Deposits				\$298.51

<u>EXPENSES</u>	<u>Date</u>	<u>Check #</u>	<u>Description</u>	<u>Amount</u>
	18-Apr-19	1950	VT Pesticide Prog'm (408 mi)-Bee-Tim McCoy Speaker	(\$236.64)
	1-Apr-19	1965	Lynn Hoffman-Symp, Hab Gard., Plant Clinic, Sp Gift	(\$388.79)
	12-Apr-19	1967	James McNeil, Class 2019 Speaker Honorarium	(\$50.00)
	15-Apr-19	1969	Mike Goatly, Class 2019 Speaker Honorarium	(\$50.00)
	18-Apr-19	1970	Michael Neese, Class 2019 Speaker Honorarium	(\$50.00)
	25-Apr-19	1971	Cindy Frenzer-el, Class 2019 Speaker Honorarium	(\$50.00)
	8-Apr-19	1974	Stacey Smith - Symposium Facebook Ad	(\$50.00)
	3-Apr-19	1975	Laurie Cocina -Supplies-Symposium Chance Auction	(\$26.42)
	4-Apr-19	1976	Cabin Hill Tees - Inv 13840-Class 2019 +replacem't	(\$207.00)
	18-Apr-19	1977	FOSA - Garden Fest Wagon Rental	(\$150.00)
	11-Apr-19	1978	VT Treasurer - Class 2019 Background Check-Arnold	(\$9.95)
	21-Apr-19	1981	Adria Boras - Class of 2019 Speaker Honorarium	(\$50.00)
	15-Apr-19	1984	Ann Levi -Clark County donation to Garden Fair	(\$20.00)
	22-Apr-19	1985	Pat Casey - Class of 2019	(\$134.70)
	29-Apr-19	1986	Fineline-changed dates on three banners	(\$87.40)

<u>Transfer</u>	30-Apr-19	DEBIT	Transfer to Scholarship Fund - Net Symposium Income	(\$4,501.10)
Total April 2019 Expenses/Transfer				(\$6,062.00)

Checking Balance -April 30, 2019 \$ 32,658.60

SCHOLARSHIP FUND

Scholarship Fund Balance	March 31, 2019			\$ 28,746.41
<u>Activity</u>	<u>Date</u>		<u>Description</u>	<u>Amount</u>
	30-Apr-19		Transfer from General Funds; Net Symposium Income	\$4,501.10
	30-Apr-19		Earned Interest	\$15.44
Total April 2019 Activity				\$4,516.54
Scholarship Fund Balance	April 30, 2019			\$ 33,262.95

RESERVE FUND

Reserve Fund Balance	March 31, 2019			\$ 20,273.73
<u>Activity</u>	<u>Date</u>		<u>Description</u>	<u>Amount</u>
	30-Apr-19		Earned Interest	\$ 7.50
Total April 2019 Activity				\$ 7.50
Reserve Fund Balance	April 30, 2019			\$ 20,281.23

TOTAL CASH ON HAND - April 30, 2019 **\$ 86,202.78**

*Respectfully Submitted,
Suzanne M. Rogers
Treasurer*

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Northern Shenandoah Valley Master Gardener Association Budget Report

YTD April 30, 2019

<u>INCOME</u>	2019 Budget	YTD Actual	Over/(Under) Budget	April Items
Master Gardener Class (22 Trainees)	\$ 4,950.00	\$ 4,950.00	\$ -	
Member Dues	\$ 2,700.00	\$ 2,197.79	\$ (502.21)	
Miscellaneous Donations	\$ 200.00	\$ 316.06	\$ 116.06	Garden Club Honorarium
VT Bee House Project	\$ -	\$ 590.42	\$ 590.42	Bee Houses
Subtotal Income	\$ 7,850.00	\$ 8,054.27	\$ 204.27	
 <u>GARDENFEST</u>				
Gross Revenue	\$ 10,225.00	\$ 543.00	\$ (9,682.00)	
Total Expenses	\$ (5,560.00)	\$ (814.78)	\$ 4,745.22	
Net GardenFest Revenue	\$ 4,665.00	\$ (271.78)	\$ (4,936.78)	
 <u>TOTAL INCOME</u>				
	\$ 12,515.00	\$ 7,782.49	\$ (4,732.51)	
 <u>EXPENSES</u>				
Administration/Leadership	\$ 300.00	\$ -	\$ (300.00)	
Membership Background Screens	\$ 300.00	\$ 95.00	\$ (205.00)	
VCE Office Support Fee	\$ 250.00	\$ -	\$ (250.00)	
Continuing Education Programs	\$ 500.00	\$ -	\$ (500.00)	
County Projects	\$ 500.00	\$ 70.00	\$ (430.00)	
Unit Projects	\$ 2,350.00	\$ -	\$ (2,350.00)	
2019 Habitat Garden Plaques Reorder	\$ 400.00	\$ -	\$ (400.00)	
Donations/Awards/Gifts	\$ 100.00	\$ 213.29	\$ 113.29	
Master Gardener Class (22 Trainees)	\$ 4,950.00	\$ 3,800.17	\$ (1,149.83)	Speakers, Tee's, Supplies, (1) Backg
Miscellaneous	\$ 1,100.00	\$ 213.29	\$ (886.71)	
VT Bee House Project	\$ -	\$ 1,735.61	\$ 1,735.61	Bee Houses
Newsletter	\$ 385.00	\$ -	\$ (385.00)	
Web	\$ 50.00	\$ -	\$ (50.00)	
Permanent Items	\$ 300.00	\$ -	\$ (300.00)	
Publicity/Education	\$ 610.00	\$ -	\$ (610.00)	
Surety Bond	\$ 170.00	\$ -	\$ (170.00)	
Volunteer Coordinator Travel	\$ 250.00	\$ -	\$ (250.00)	
TOTAL EXPENSES	\$ 12,515.00	\$ 6,127.36	\$ (6,387.64)	
 <u>SYMPOSIUM - FINAL (as of May 1, 2019)</u>				
Registration Fees, Raffle, Book Sale	\$ 6,300.00	\$ 10,604.87		
Total Expenses	\$ (4,000.00)	\$ (6,103.77)		
Net Income to Scholarship Fund	\$ 2,300.00	\$ 4,501.10	\$ 2,201.10	

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Northern Shenandoah Valley Master Gardner Association
Treasurer's Report
YTD April 30, 2019

Town of Strasburg Money Market Fund

Money Market Balance - March 20, 2019 \$ 44,067.95

<u>DEPOSITS</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
	21-Apr	Earned Interest	\$ 25.11

Total April 2019 Deposits \$ 25.11

<u>EXPENSES</u>	<u>Date</u>	<u>Check #</u>	<u>Description</u>	<u>Amount</u>
		N/A		

Total April 2019 Expenses \$ -

Ending Balance -April 19, 2019 \$ 44,093.06

Respectfully Submitted,
Suzanne M. Rogers
Treasurer

6/4/2019

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**NORTHERN SHENANDOAH VALLEY MASTER GARDENER ASSOCIATION
CHECKING ACCOUNT RECONCILIATION
April 2019**

March 31 , 2019 Bank Statement Balance	\$ 38,422.09
April Credits	\$ 298.51
April Debits	\$ (6,062.00)
April 30, 2019 Bank Statement Balance	\$ 32,658.60

Outstanding Checks:			
Date Written	Check Number	Payee	
10-Jan-19	1941	Terry Fogel -January Assoc Mtg. Speaker	(\$50.00)
15-Mar-19	1966	Steve Carroll, Class 2019 Speaker Honorarium	(\$50.00)
15-Mar-19	1968	John Price, Class 2019 Speaker Honorarium	(\$50.00)
15-Mar-19	1969	Mike Goatly, Class 2019 Speaker Honorarium	(\$50.00)
15-Mar-19	1970	Michael Neese, Class 2019 Speaker Honorarium	(\$50.00)
15-Mar-19	1971	Cindy Frenzel, Class 2019 Speaker Honorarium	(\$50.00)
10-Apr-19	1979	VOID F. Fenzel Returned Class Speaker Honora'r	\$0.00
10-Apr-19	1980	Marc Monroe - Class of 2019 Speaker Honorarium	(\$50.00)
10-Apr-19	1982	Jamie Wood - Class of 2019 Speaker Honorarium	(\$50.00)
25-Apr-19	1987	Kris Behrends -Class of 2019 Computer Software	(\$249.00)
25-Apr-19	1988	Kris Behrends -Potting soil for GF potting parties	(\$93.92)
Total Outstanding Checks			(\$742.92)
NSVMGA April 30, 2019 Checking Account Balance			\$ 31,915.68