

**Northern Shenandoah Valley Master Gardener Association
Board of Directors Meeting
Wednesday, Aug 17, 2011
Warren County Government Center,
Front Royal**

Attendees: Cy Haley, President; Angie Hutchinson, Vice President; Anita Harris, Treasurer; Suzanne Boag, Secretary; Bob Carlton, 2010 President; Randy Langford, Volunteer Coordinator; Teri Merrill, Frederick County Coordinator, Carolyn Wilson, Shenandoah County Coordinator, and Helen Lake, 2011 Class Coordinator.

President Cy Haley brought the meeting to order at 6:10 p.m.

Reports of Boards

Vice President's Report: Angie Hutchinson reported that a River keeper would speak at our September Association Meeting, which will be held at Blandy. Clarke will host the September meeting, Frederick, the October meeting, and Warren, the November meeting.

Treasurer's Report: Anita Harris reported that the IRS sent us a letter requesting more information with regard to our 501c3 paperwork. Anita explained that the IRS has asked that we include language specific to 501c3 in our Bylaws. The IRS has provided us with the exact wording that will need to be added to our Bylaws in order to comply with 501c3 parameters. All five Board members present agreed that the IRS amendments to our Bylaws should be circulated to the membership thirty days prior to the September Association Meeting to be held on September 18, so long as the IRS will allow us a deadline extension to accomplish this. Cy Haley said that if a deadline extension was not possible, another option would be to add an addendum to the Bylaws, signed by the Board members. Cy said she would take care of sending out a notification to the membership of the IRS Bylaw Amendments that would include the following additions to Articles III and Article XIV:

Article III Amendment:

5. Said organization is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article XIV Amendment:

Section 2. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

The Board also discussed various ways to spend the monies NSVMGA has accumulated, which in the past have included donations to various organizations. Board members agreed to continue to explore funding educational opportunities that mesh with our organization's mission. Anita then presented the Treasurer's Report as follows:

<i>Northern Shenandoah Valley Master Gardener's Association</i>			
Treasurer's Report			
Wednesday, August 17, 2011			
<u>FINANCIAL POSITION</u>			
Checking balance - June 29, 2011			4932.80
INCOME:	Member dues deposit	20.00	
	Gardenfest: Pagington Children's Education Project 6/8 Deposit	557.94	
	Total Income		577.94
EXPENSE:	Virginia Savings Bank Check Printing Charge 6/2	31.25	
	Johan Guss ~ Supplies for Shenandoah County 4H Kids Camp	23.09	
	Kim Strader - July Meeting Speaker Expense	50.00	
	Total Expenses		104.34
Checking balance - July 31, 2011			5,406.40
CD Balance with interest, 12 month, .5%, 05/04/2012 maturity,			5,138.64
CD Balance with interest, 18 month, 1%, 01/21/2012 maturity			5,050.18
Total Funds Available			\$15,595.22
Respectfully,			
Anita Z Harris			
Treasurer NSVMGA			
azharris@comcast.net			
540-869-0642			

Secretary's Report: Suzanne Boag stated that the minutes had been posted on the website and asked for any changes or corrections. *Bob Carlton made a motion to accept the minutes as posted and Angie Hutchinson seconded it. All five Board members present agreed and the motion passed.*

Standing Committees

Communication and Publicity: Education: No report.

Finance: No report.

Membership: No report.

Newsletter: No report.

Program: Angie Hutchinson covered this in her Vice President's report.

County Coordinators' Reports

Clarke: Suzanne Boag reported that Clarke County was setting up a table at the Clarke County Fair this year, August 16 through 19. She said that the table was outside and located across from the Horticulture Building. She added that MGs were getting a lot of gardening and rain barrel questions from fair goers.

Frederick: Teri Merrill reported that around 30 people helped the Junior Master Gardeners with watering and weeding their garden. Teri mentioned that a small, private school in Frederick County had asked for help with garden design. Suzanne Boag said that Rose Fairman had offered to help with garden design and passed Rose's contact information to Teri. Teri also mentioned working on a future editorial to be entitled, "Who are Master Gardeners?"

Page: No report.

Shenandoah: Carolyn Wilson reported that the Water Wise Seminar held on Saturday, August 6, was poorly attended, but she said at least the rain gardens are being used for educational purposes. Carolyn said volunteers are needed for the MG table at the Shenandoah County Fair. Carolyn will send out a general notice for Master Gardener shirt orders. She reminded the group that a County Fair Judging Class would be held for those MGs who are interested, on August 13, at the Woodstock Government Building.

Warren: No report.

Volunteer Coordinator's Report

2011 Class Coordinator's Recap Report: Helen Lake reported that she had put together a check list for the position of Class Coordinator, which she will turn over to Randy Langford. Her check list included: notes on the Class Coordinator's team, team members' responsibilities, class location, how to market to public, class budget, class curriculum, speakers, when to order class materials, sign-up sheets, speaker evaluations, class quizzes and exams, and rosters. Helen added that she would be including a timeline as well. Helen also provided the Board with a copy of a letter naming her as a Member-At-Large on the Frederick County Extension Leadership Council. This will be the first time that a Master Gardener has served on this council. Helen's suggestion for next year is that we start looking for a class coordinator for the following year right away. So far, one person has expressed interest in volunteering to be the

2012 Class Coordinator. Bob Carlton said the 2012 class will most likely be held in Shenandoah County.

Milestone Awards: Randy Langford stated that three of the 2011 Interns had completed their 50 volunteer hours. Randy reiterated that one person had expressed interest in serving as the 2012 Class Coordinator. Randy added that he will announce the need for a volunteer at our next meeting and in a general email. Randy offered to be the 2012 Class Coordinator if no one volunteers to fill this position.

MG Picnic: Randy Langford suggested that we plan a fun event to increase MG attendance. Discussion ensued and other suggestions included an MG Family Reunion and road trips to gardens in the area. Angie Hutchinson added that MGs should be up to date on their volunteer hours in order to participate.

MG Hours: The Board discussed time keeping issues and possible solutions. Randy Langford emphasized that volunteer hours are important documentation of what our organization does. Bob Carlton suggested that the Membership Committee might coordinate with the Time Keeper.

New Business

MG Storage Unit: Angie Hutchinson raised the issue of storage of MG equipment, and the group discussed whether or not a centralized storage would be feasible. The consensus was that each county should continue to store its own equipment and should maintain an inventory list.

Newsletter: Cy Haley said she will be submitting an article to the newsletter letting the membership know that we will be having a number of fun activities next year. She added that these activities would be open to members in good standing.

Millwood Mill Tour: Bob Carlton suggested an MG tour of the Mill in Millwood, located in Clarke County as an idea for an MG activity. He said that Lance Braun is a miller there as well as a Master Gardener, and has offered to give us a tour. He added that there is a park there as well, where we could have lunch.

Adjournment

Suzanne Boag made a motion to adjourn and Bob Carlton seconded it. All five Board members present concurred and the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Suzanne Boag
Secretary, NSVMGA