

Northern Shenandoah Valley Master Gardener's Association
Board of Directors Meeting
Strasburg Community Center, Strasburg
November 12, 2013

Attendees: President Cy Haley, Vice President Helen Lake, Secretary Suzanne Boag, Past President Bob Carlton, VC Susan Garrett, Frederick County Coordinator Angie Hutchinson, 2014 Vice Presidential Candidate Ginny Smith, 2014 Treasurer Candidate Lee Demko and VCE Agent Mark Sutphin.

President Cy Haley brought the meeting to order at 6:00 p.m.

Reports of Boards

Vice President's Report: Helen Lake reported that she had met with Ginny Smith to turn materials for the office of Vice President. She confirmed that Terry Fogle will be our guest speaker at the January 19th Association Meeting to be held at Fort Valley Nursery located in Woodstock at **2:00 p.m.** Helen encouraged County Coordinators to continue our tradition of displaying county brag boards at our November Association Meeting.

Treasurer's Report: David Freese was not present, but submitted the following report:

<i>Northern Shenandoah Valley Master Gardener's Association</i>			
Statement of Cash Operations for period ending			
10/31/13 covering October 2013			
Opening Checking Balance - September 30, 2013			\$ 8,668.07
INCOME:	DEPOSIT (NONE)		\$ -
Total Income during Oct 2013			\$ -
EXPENSES:			
	#1407 - Reimb. L. Hoffman		-100.00
	#1408 - Reimb H Lake		-674.84
	#1409 - VT Endowment		-250.00
	#1410 - Piccadilly Printing		-237.95
	#1411 - Belle Grove		-250.00
	#1412 - Reimb. S. Boag		-50.00
	#1414 - Reimb. H. Lake		-61.67
	#1415 - Reimb L. Cocina		-50.29
			\$ (1,674.75)
Total Expenses during Oct '13			\$ (1,674.75)
Closing Checking Balance - Oct 31, 2013			\$ 6,993.32
Investments			
	CD	Cert Dep, United Bank 11/4/13 Maturity	\$ 5,172.24
	Savings Acct	Savings Acct, United Bank	\$ 5,102.08
Total Cash on Hand, Oct 31, 2013			\$17,267.64
<i>prepared by David Freese, Treasurer</i>			

Secretary's Report: Suzanne Boag reported that the September Board Minutes were distributed to the Advisory Board and posted on the website. **Bob Carlton made a motion to accept the minutes as posted, Helen Lake seconded, and the motion passed with no objections.**

Volunteer Coordinator's Report

Intern Update: Susan Garrett reported that we have three new MGs: Sally Hale, Kathy Clevenger, and Tricia Boyd; five working on completing their 50 hours, and seven whose hours remain unchanged. Cy Haley asked that County Coordinators reach out to Interns in their respective counties to help them find opportunities to complete their hours. Susan noted that Time Keeper Sarah Kohrs sent out an hours update to every MG.

MG Notecards: Susan printed off a batch to be used as thank yous. The cards have our NSVMGA design on the front and are blank inside.

MG Recognition: Susan plans to recognize County Coordinators and a few other MGs for various accomplishments at the November Association Meeting.

VCE Agent: Mark Sutphin reported that the recertification forms have been reviewed and edited, and will eventually be available on VMS. Recertification forms will be available at the January 19th Association Meeting to be held at Fort Valley Nursery at 2:00 p.m. MGs can pay their annual dues when turning in the forms. Envelopes will be available at the January meeting for those who wish to mail the forms in (dues can be included with the forms).

County Coordinators' Reports

Clarke: Angie Hutchinson reported that a name was drawn by Mary Craig for the rain barrel winner.

Shenandoah: Bob Carlton reported that the in-office green-line is down until spring. The online green-line is up and running. Both farmers' markets are finished for the season.

Page: No report.

Warren: Cy Haley reported that Frank Baxter has arranged to have Lynn Hoffmann give a talk at the Samuel's Library.

Frederick: Angie Hutchinson reported that Anne Dewey-Balzhiser will present a PowerPoint talk on public speaking in February and an email will be sent out to the membership from the VC about this educational opportunity.

Special Committees

Nominating Committee: Cy Haley reported that the 2014 Slate is:

President: Bob Carlton

Vice President: Ginny Smith

Treasurer: Lee Demko

Secretary: Suzanne Boag

Children's Activities: Angie Hutchinson is working on hand-outs for children. The Junior Master Gardener handbook is a good source. Angie will send out an email to the membership and will coordinate with Mary Craig.

2014 Class: Bob Carlton reported that presenters are being contacted by Janet Keithley and Barb Hallar; Sharon Bradshaw is working on publicity. The class cost will be \$225 and can be added to our Facebook page and the website along with the location.

Guidelines: Suzanne Boag circulated proposed College and HS Scholarship Guidelines to the membership; the vote will be held on Sunday at the Association Meeting so long as a quorum is present.

Standing Committees

Communications and Publicity: No report.

Education Committee: Helen Lake reported that the 2014 Symposium is fully booked and details will be posted on the website. Helen suggested using PayPal so that registrants could pay online. She pointed out that we could have as many as 185 attendees. Lee Demko will look into what is involved with PayPal.

Mark Sutphin stated that both symposium and 2014 Class Flyers could be posted at the same time.

Helen stated that the first planning meeting for Junior Master Gardeners was held. She would like to re-evaluate both Junior Master Gardener programs and volunteer resources available for them both. She has worked with a science teacher to come up with an end of session assessment tool to use at Greenwood Elementary School. The group discussed how to train volunteers for these programs considering the increased interest from local schools.

Newsletter: No report.

New Business

November 17 Association/Business Meeting: Cy Haley reported that we will have county brag boards displayed, a vote on the college and HS scholarship guidelines, and a vote on the 2014 budget.

Draft Donation Letter: Ginny Smith drafted a donation letter and the group reviewed it; donation letters will need to be on NSVMGA letterhead with a copy to the Secretary. Project leaders and County Coordinators can use the letterhead template.

Civil Rights Training: Mark Sutphin reported that we had a good response from the membership on the training.

NSVMGA 2013 Appreciation Gifts:

September 18 Online Vote: ***Helen Lake made a motion to purchase a gift for outgoing Education Chair for approximately \$43, Suzanne Boag voted yes, as did Cy Haley. The motion passed with three Board members voting in favor online.***

October 21 Online Vote: ***Suzanne Boag made a motion to purchase a \$100 gift certificate for our outgoing President, Bob Carlton voted yes as did Helen Lake. The motion passed with three Board members voting in favor online.***

October 25 Online Votes: **Suzanne Boag made a motion to purchase a \$75 gift certificate for the VCE Agent, Bob Carlton seconded, Cy Haley, and Helen Lake voted in favor. The motion passed with four Board members voting in favor online. Suzanne Boag made a motion to purchase a \$50 gift certificate for the Warren County Coordinator who is stepping down, Bob Carlton seconded, Cy Haley and Helen Lake voted in favor. The motion passed with four Board members voting in favor online.** September 16 VC Susan Garrett asked the Board to support the purchase of County Coordinator appreciation gifts at approximately \$15 each and three Board members voted yes: Suzanne Boag, Helen Lake and Cy Haley. The total cost came to \$102.95 and on **October 25' Suzanne Boag made a motion to purchase County Coordinator gifts at a total cost of \$102.95, Bob Carlton seconded, Cy Haley voted yes as did Helen Lake. The motion passed with four Board members voting in favor online.**

November 13-14 Online Vote: **Suzanne Boag made a motion to purchase an appreciation gift for the VC not more than \$25, Cy Haley, Helen Lake and Bob Carlton all voted yes. The motion passed with four Board members voting in favor online.**

Bob Carlton made a motion to adjourn, Suzanne Boag seconded and the meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Suzanne Boag
Secretary, NSVMGA