

**Northern Shenandoah Valley Master Gardener Association
Board of Directors Meeting
October 12, 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; Carolyn Wilson, Shenandoah County Coordinator; Marsha Burd, Warren County Coordinator; Lynn Hoffmann, Education Committee Chair; and Anni Sherman, 2012 Class Co-Coordinator.

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

Reports of Boards

Vice President's Report: Angie Hutchinson reported that Randy Langford will be our speaker for our Association meeting to be held on Sunday, October 16, and his topic will be Aquaponics. She said that our November meeting will be held on Sunday, November 20, and our annual elections and bylaw amendments will be voted on provided a quorum is present. Marsha Burd suggested a brief presentation on solstice planting be included at the November meeting. Angie said she would try to arrange this. Anita Harris added that Mary Sticklely would be a good speaker at a future meeting. Marsha said she would like to have a meeting where plant diagnostics are discussed.

Treasurer's Report: Anita Harris explained that she has filed the required IRS documents and she is waiting to hear back from them. Anita reviewed the Projected Budget Report for 2011 and the Projected Budget Proposed for 2012 as well as the Treasurer's monthly report. The Board suggested a few changes to the Proposed Budget for 2012 which included rolling speaker fees into continuing education programs, increasing the amount set aside for publicity and materials from \$750 to \$1000 and eliminating \$100 for the Belle Boyd project. The revised 2012 Proposed Budget will be presented to the membership at the November meeting for approval so long as a quorum is present. Bob Carlton added that copies of the Proposed 2012 Budget should be made available to the membership at the November meeting and the budget should be reviewed and explained and any questions answered prior to the vote.

Cy Haley reminded MGs that it is their responsibility to contact the Treasurer about reimbursement from the MG College fund, which is \$250 split amongst those who attend MG College each year. Cy suggested that next year, MGs be given a deadline of 30 days to request reimbursement from the MG College fund so that the Treasurer can split the \$250 equitably among those who attended MG College.

Cy Haley said that Lynn Hoffmann would like to designate one of our CDs for the Education Scholarship (Bylaw amendment to be voted on at the October meeting) Fund. Anita Harris suggested converting one of the CDs to a Money Market account with check writing ability. **Angie Hutchinson made a motion to set up a separate scholarship fund to be used primarily for scholarships. Bob Carlton seconded it and the motion was approved by all 5 Board members present.**

The October Treasurer's and Projected Budget Reports follow:

Northern Shenandoah Valley Master Gardeners Association			
Treasurer's Report			
October 12, 2011			
<u>FINANCIAL POSITION</u>			
Checking balance - August 31, 2011			\$5,225.22
INCOME			0.00
EXPENSE			
Jr. MG Tshirts		208.12	
Burwell Morgan Tour & Demonstration		100.00	
Frog & Toad Guides (14)		130.00	
Shenandoah County Supplies		24.25	462.37
Checking balance - September 30, 2011			4,762.85
		<u>Int YTD</u>	
CD balance with interest, 12 mo, .5%, 05/04/201	\$31.87		\$5,145.11
CD balance with interest, 18 mo, 1%, 01/21/201	\$37.58		5,050.18
TOTAL FUNDS AVAILABLE			<u>\$14,958.14</u>
Respectfully,			
Anita Z Harris			
Treasurer NSVMGA			
azharris@comcast.net			
540-869-0642			

<i>Northern Shenandoah Valley Master Gardeners Association</i>						
Projected Budget Report 2011						
October 12, 2011						
				BOD	Actual	+/-
INCOME				Budget	YTD	Budget
<i>Northern Shenandoah Valley Master Gardeners Association</i>						
Projected Budget Report 2011						
October 12, 2011						
				BOD	Actual	+/-
INCOME				Budget	YTD	Budget
Total dues, members & interns				\$1,200.00	\$1,082.00	-\$118.00
Plant sales, net of expenses				2,500.00	3,369.69	869.69
Other income, CE, donations, etc				1,000.00	529.00	-471.00
MG class tuition				2,775.00	6,033.00	3,258.00
MG College scholarship donation				0.00	0.00	0.00
TOTAL INCOME				\$7,475.00	\$11,013.69	\$3,538.69
EXPENSE						
Property purchases				0.00	1,035.46	1,035.46
CD additions				0.00	0.00	0.00
MG class				2,775.00	5,807.12	3,032.12
CE programs				1,000.00	914.70	-85.30
Gardenfest				0.00	439.68	439.68
CE travel				1,000.00	0.00	-1,000.00
Administrative				100.00	972.53	872.53
Publicity & materials				600.00	610.28	10.28
Donations, awards & gifts				500.00	50.00	-450.00
Newsletter & web				300.00	8.80	-291.20
County projects (\$200 each)				1,000.00	641.65	-358.35
Belle Boyd project				100.00	0.00	-100.00
Belle Grove intern scholarship				250.00	0.00	-250.00
VT Endowment (2008-2013)				250.00	0.00	-250.00
VC travel				250.00	0.00	-250.00
MG College scholarship, BOD (\$250) & other				750.00	0.00	-750.00
MG College scholarship, from \$2000 max donation				0.00	0.00	0.00
TOTAL EXPENSE				\$8,875.00	\$10,480.22	\$1,605.22
Surplus/-deficit funds to/-from reserves				-1,400.00	533.47	1,933.47
EXPENSE net of surplus/-deficit				\$7,475.00	\$11,013.69	\$3,538.69
Respectfully,						
Anita Z Harris						
Treasurer NSVMGA						
azharris@comcast.net						
540-869-0642						

Secretary's Report: Suzanne Boag stated that the September Board 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: No report. Cy Haley passed around a sample of another MG group's online help desk form. The group discussed implementing a similar help desk on our web site, but decided to table the issue until January. Cy asked that county coordinators update current county project lists and email them to Donna Funk-Smith at 2work4good@gmail.com. She will be providing these updates to our Webmaster, Eleanor Ames. Angie Hutchinson recommended that we make more use of signs, bookmarks, etc., to let the public know who we are.

Education: Lynn Hoffmann announced that the MG educational seminar will be held February 4 at Shenandoah University and Active MG members will receive a discount. 4-H leader Carol Boyer will be offering a judging workshop on October 22 at the Shenandoah County Government Center in Woodstock. The cost of the workshop is \$15, which includes lunch, and payment is due by Friday, October 14.

Finance: No report.

Membership: No report. The group discussed MG hours requirements, Active status, and paid status. Bob Carlton reminded Randy Langford that purge notices need to be sent out to MGs who are no longer certified. He added that the membership list needs to be updated. The group discussed ongoing issues with the accuracy of hours/Active status, emails and paid status on the membership list.

Newsletter: No report. Cy Haley asked Randy Langford if he could send out a notice when the newsletter has been posted to the website, and he agreed to do so.

Program: Angie Hutchinson covered this in the Vice President's report. Bob Carlton discussed preliminary arrangements he has made for a fun MG activity. The Catoctin Creek Distillery in Purcellville has agreed to provide a private tour and bottling workshop and lunch for MGs on November 12, which is a Saturday, from 10 to 12. There will be no charge to MGs or their spouses. MGs must be Active members or Interns, and the workshop will count as education hours. **Bob made a motion for NSVMGA to provide the Catoctin Creek Distillery in Purcellville with a \$100 donation in appreciation of a private tour and bottling workshop on November 12 from 10 to 12. Suzanne Boag seconded the motion and all five Board members agreed with no objections. The motion passed.**

County Reports

Clarke: Suzanne Boag reported that ArborFest volunteers enjoyed great weather although the Blandy event was not well attended. A rain barrel was donated by the County of Clarke for a raffle, and MGs collected \$75 in ticket sales. The raffle winner was Teresa Peters and Mary Craig notified her by telephone. Mary is asking for volunteers to man the Berryville Farmer's Market table, which is set up on Saturdays from 9 to 12. We only have a few weeks to go to the end of the season. If she does not

get enough volunteers, the MG booth may have to be closed up for the season earlier than usual. Please contact Mary if interested in volunteering, MCorneliaC@centurylink.net .

Frederick: Suzanne Boag gave the report for Teri Merrill. Teri held a county meeting and she said that many of the Interns present seemed very energized. The group talked about making their virtual Greenline into a real one and discussed how to do that, where to put it, where to store materials, etc. The decision was that Teri would meet with the new horticulture agent when he/she gets settled and discuss if there is support. Teri said she will not have the county committed to both the virtual line and the real one. She said that it has to be one or the other, because she has a hard time getting volunteers. The group also discussed being more visible in the community by being available at the many local fests in the area. But again, knowing how hard it is to get volunteers, Teri wants to go slowly before committing to 100 things. The Frederick group decided to wait and see how much support they get for a table at the Frederick County Fair next year and Frederick will discuss this again next year. Teri got some commitments from people on helping with garden consultations, the Frederick rain gardens we oversee, and helping with lectures, which are all projects that we support for the Extension. Lynn Hoffmann was not able to attend, but Teri did talk about the Junior Master Gardeners program and asked that people be on the look-out for communications from Lynn on that. Teri said in conclusion, All in all, it was a really good meeting and I am hopeful for next year.”

Page: No report.

Shenandoah: Carolyn Wilson reported that Shenandoah MGs will be participating in Halloween children’s activities to be held on Saturday, October 29. Please contact Johan Guss if interested in helping, jguss@shentel.net . Carolyn added that the in office green line has ended for the season.

Warren: Marsh Burd reported that the help desk is being closed up for the season. She said that the 4-H is interested in starting up a garden and this may be a new project for Warren County. She is disappointed with the lack of volunteer interest in the Farmer’s Market, and as a result, will ask the group if they want to continue doing it next year.

Cy Haley added that Fran Gregory might be able to give us input on how other MG groups get their message out to the public. Lynn Hoffmann said there many events in our valley, such as Earth Day and the Home & Garden Show on the Winchester Old Town Mall, where we could have a presence so long as volunteers are available. Cy suggested a future county coordinator pow-wow on this subject, which would be chaired by Randy Langford. Carolyn Wilson explained that county coordinators and the class instructors need to steer Interns to events and projects so that they can complete their hours requirement.

Volunteer Coordinator's Report

2012 Class Coordinators: Randy Langford reported that he and Anni Sherman will be co-coordinating the class, which will begin Thursday, February 16, 2012. The classes will be held at the Shenandoah County Government Center in Woodstock on Tuesdays and Thursdays from 6-9 p.m. Classes will continue through May, and the class graduation will take place at GardenFest in June.

Nominating Committee: Randy Langford presented the slate of candidates to the Board as follows:

Nominated for President: Cy Haley

Nominated for Vice President: Angie Hutchinson

Nominated for Treasurer: Luann Laundry

Nominated for Secretary: Suzanne Boag

Bob Carlton made a motion to accept the report of the Nominating Committee. Suzanne Boag seconded it, and all five Board members present agreed. There were no objections and the motion passed.

International MG Conference: Marsha Burd asked who was attending the conference. Randy Langford said that Helen Lake was attending. Marsha said she would be interested to hear a report on the conference events.

New Business

Canna Lily Giveaway: Helen Lafferty says that Marlene Cross of Middletown has offered free Canna Lilies to MGs willing to dig them up. Just call Marlene at (540) 869-4963 to make arrangements.

Belle Grove Discovery Path: Lynn Hoffmann explained that Belle Grove is undertaking a new garden project. She is helping to raise funds for this non-MG project, which will cost approximately \$35,000. The project will involve clearing land and the purchase of a tractor among other things, and will upon completion, be an historical half mile walk that will expand on Belle Grove's heritage, agriculture, slave quarters, beehives, lime kiln, quarry, and house. Belle Grove hopes to attract school children with this educational project. Lynn asked if NSVMGA would consider a pledge to support this project. ***Bob Carlton made a motion to pledge \$1000 for the Discovery Path to be distributed in \$250 increments over 4 years, and to amend the budget to include this donation as a line item. Angie Hutchinson seconded the motion, and all five Board members present approved. The motion was passed.***

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 8:30 p.m.

Respectfully submitted,

Suzanne Boag
Secretary, NSVMGA