

**Northern Shenandoah Valley Master Gardener's Association
Board of Directors Meeting
Strasburg Community Center, Strasburg
November 10, 2015**

Attendees:

Susan Garrett, President
Karen Brill, Vice President
Kris Behrends, Secretary
Lee Demko, Treasurer
Bob Carlton, Past President

Ginny Smith, Clarke Co. Coordinator
Mary Craig, Membership Chair
Mary Flagg, Volunteer Coordinator
Lynn Hoffman, Scholarship Chair
Stacey Smith, Publicity Chair
Suzanne Boag, Sunshine Chair
Ann Levi, Scholarship Guidelines Chair
Mark Sutphin, VCE Agent

Susan Garrett brought the meeting to order at 6 p.m.

October Board Minutes: Susan Garrett noted that the minutes were distributed to the Advisory Board. Bob Carlton moved to accept the minutes, Lee Demko seconded, and it was approved by the voting Board members.

Treasurer's Report: The following report was submitted:

**Northern Shenandoah Valley Master Gardener Association
Financial Statement for Period Ending November 9, 2015**

Checking Balance as of November 9, 2015	\$ 2188.61
<u>Outstanding Checks</u>	
1564 A Hutchinson	\$ 30.00
1566 M Neese	\$ 50.00
1617 D Funk-Smith	\$ 50.00
<u>Total Outstanding Checks</u>	\$ 130.00
Checking Balance as of 11/9/2015	\$ 2,188.61
 Investments:	
CD/United Bank	\$5,200.74
College/HS Memorial Fund Balance (Savings)	\$5,128.05
 Total Balance	 \$12,517.40

Respectfully submitted: Sandra Lee Demko

Vice President's Report: Karen Brill reminded members present that the November meeting will be at Warren County Government Center in Front Royal from 2 p.m. to 4 p.m. She is working on setting up dates for the board and association meetings as well as programs for next year. Next year's board meetings will be on Tuesday evenings.

Strategic Plan: The last parts of the Strategic Plan will be addressed the first board meeting in January 2016.

4. More Effectively Serve our Community

- e. Evaluate projects/programs that address diverse horticultural conditions, situations, and strategies for optimal outreach.
- f. Develop plan to engage underserved groups within our region.

Evaluation of 2015 UNIT Projects:

- Arborfest at Blandy (Educational Booth) - Stacey Smith reported there was poor attendance with only 24 vendors. Mary Craig has received a survey regarding the event and will forward it to anyone interested in completing it.
- Bell Grove Christmas Display - Lynn Hoffmann reported that this seems to be successful. Members can earn continuing education hours while painting gourds.
- Belle Grove Demonstration Garden - Lynn Hoffman worked with Belle Grove to change this project from a demonstration garden to a teaching garden. It was approved and will now appear as such in their advertising materials. She also reported that Jr. Master Gardeners have two classes there. Claire DeMasi, Elaine Specht, Larry Haun, and Lynn Hoffmann are working on offering barn workshops at Belle Grove. This will be held once a month, and they will want to open it up to the public and charge for the program.
- Blandy Community Garden - Mary Craig advised that we would like to continue with this project next year. If we want to have a program at the garden, it will have to be approved by Blandy. She would like to have more structures at the garden. Mark Sutphin reported that Frederick County is working with Blandy on a grant for educating sixth graders. This will bring more people to the garden.
- Blandy Seed Exchange - Stacey Smith advised that it was a well-attended event.
- GardenFair at Blandy (Educational Booth) - It was a well-attended event, and members kept busy at the booth. Our association is charged for having a booth at the event. The fee for each event is \$35; however, we receive a discount because we have a booth at both the GardenFair and ArborFest. Discussion followed that displays and activities are needed at the booth to draw in people.
- GardenFest at Bell Grove - Primary fundraiser for the organization.
- Jr. Master Gardener - Greenwood Mill Elementary School - Lynn Hoffman reported that this is a six- to eight-week project that can include up to 100 kids. Teachers and parents also attend the class.
- Jr. Master Gardener - Homeschoolers - Lynn Hoffmann reported that 660 pounds of food were donated to CCAP. Coming up will be the seventh year for this project. Each class has two instructors.

- **MG Class 2016** - Mark Sutphin reported that next year's class will be held during daylight hours. They have received three applications so far.
- **The Gathering MG Info Booth and Educational Display** - Suzanne Boag reported that 520 contacts were made at this event (which included 206 kids). This event presented the group with an opportunity to meet with the underserved population. She provided a comprehensive report to the group present (excerpts listed below).
 - Five names were collected for the MG class of 2016, as well as contacts made with possible vendors for GardenFest.
 - Activities at the booth included Crocus bulb planting and stone marker, a bulb display, ground water model, along with timely handouts displayed at the information table.
 - There were some issues for this event, but this is the first year for the event.
 - The booth location and setup: No notice was given prior to setup in regard to the location which was in the back of the sheep barn.
 - Expectations: Groups of children were to arrive and go through group activities, be split up into groups and be ushered into each area with children's activities, but unfortunately the groups were let loose at the event without guidance about where all the activities were taking place. As a result, some of the groups didn't make it to the MG booth. Volunteers were asked to stay until 6 p.m.; however, the main events ended at 4 p.m. When vendors packed up, so did our group.
 - Lessons learned included begin volunteer recruitment earlier, make sure that volunteers aren't charged an entrance fee, advertise with signs and sandwich boards at the event, be prepared for wind and cold (perhaps bring a space heater?), and activities draw in people.

County Coordinators' Reports:

Clarke County: Ginny Smith reported that county projects are completed; however, Johnson Williams Middle School garden is ongoing. A year-end event will be planned for county members.

Frederick County: Mark Sutphin advised that the GreenLine is being monitored via e-mail.

Page County: Via e-mail Lesley Mack reported that projects are hibernating until spring. They are monitoring the GreenLine.

Shenandoah County: Bob Carlton advised that the GreenLine is being monitored via e-mail.

Warren County: No report. Mary Craig reported that she had recently visited the Samuels Library children's garden, and it's beautiful.

Volunteer Coordinator: Mary Flagg reported that 15 of 19 of the 2015 interns have earned MG status. The organization has 124 members. Sixty-two members have not met hours (to be logged?), 22 of whom have 0 hours recorded for this year. She has been working with county coordinators to encourage members to log their CE and Volunteer hours.

VCE Agent: Mark Sutphin shared the following:

- Nine members remain to complete the background check process.

- Susan and he will attend a workshop on Healthy Lawns in Charlottesville.
- He has advertising material available for the 2016 MG class.
- He also offered a Partners for Progress booklet for attendees to review.

Standing Committees:

Communications and Publicity: There was a committee meeting on October 31. Elaine Specht, Sari Carp, and Joy Brunk are on the committee with Stacey Smith. Committee members will work individually with the different projects. Elaine will work on the Seed Exchange project, Joy will cover the Symposium, and Sari will help with the 2016 MG class. The search is on for a chairperson for this committee. Elena Lycas has offered her expertise with graphics, and Elaine Harshman will assist with editing.

Education: Karen Brill advised that Sandy Ward and she are moving forward with the symposium. They are asking for gently used garden books for sale. Lunch will be an old-fashioned BBQ. She also reported that there was a good attendance at the November 5 presentation on fermentation.

Finance: No report.

Membership: There are 124 active members.

Newsletter: No report.

Special Committees:

Scholarship: Lynn Hoffmann reported that members on the committee are:

- Suzanne Boag, Clarke County
- Frank Baxter, Warren County
- Bob Carlton, Shenandoah County
- Helen Lake, Frederick County
- Charles Newton, Page County
- Stacey Smith

Lynn asked about if money budgeted for the college scholarship isn't spent, what happens to the money. Money received that is designated for scholarships is spent on scholarships; money received for the General Fund is rolled over into the General Fund at the end of the year. Also, the budget has been revised to show that the scholarship fund is a separate line item with the symposium earnings earmarked for the scholarships. If for some reason the symposium doesn't produce ample funds, the scholarships will be covered out of the general fund.

Ad Hoc Committees:

Photo Storage: Stacey Smith reported that no decision has been made yet, but they will probably start with Drop Box for photo storage.

Web Site: Stacey Smith advised that there was only one meeting for this committee.

Old Business:

None.

New Business:

Membership dues for 2016: After discussion by the group, Bob Carlton moved to raise dues for single members from \$15 to \$20 and for couples from \$20 to \$25. Karen Brill seconded the motion, and it passed.

Bob Carlton moved to adjourn the meeting, Karen Bill seconded the motion, and it was approved.

The next board meeting will be held in January 2016.

Respectfully submitted by

Kris Behrends

NSVMGA Secretary