

Minutes for Northern Shenandoah Valley Master Gardener Association Association Meeting Held February 21, 2016

Call to Order

The Northern Shenandoah Valley Master Gardener Association held an Association meeting February 21, 2016, at 125 Prosperity Dr, Winchester, VA 22602.

Susan Garrett, president, presided over the meeting and called the meeting to order at 2:03 PM. Stacey Smith served as secretary.

Opening Remarks

Opening remarks included an agenda review.

Attendees

53 Master Gardener Volunteers, Interns, and Trainees were in attendance, along with 1 guest. ***With 44 active members in attendance, a quorum was present.*** (Attendee list attached.)

Officers' Reports

Secretary:

Susan Garrett noted that the minutes for the previous month's association meeting were distributed via email.

Motion: Rich Howell made a motion to approve the minutes of the previous month's association meeting as distributed. Sharon Bradshaw seconded the motion. The motion carried with all in favor and none against.

Stacey Smith presented the secretary's report, requesting everyone sign in. No correspondence was reported.

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Treasurer:

Lee Demko presented the following treasurer's report.

Northern Shenandoah Valley Master Gardener Association			
Treasurer's Report for Period Ending 2/12/2016			
Outstanding checks as of 2/12/2016			
1/18/2016	1640	G Smith	\$ 18.56
1/27/2016	1641	J Brunk	\$ 94.97
1/29/2016	1642	J Butler	\$225.00
2/4/2016	1644	S Carroll	\$ 50.00
2/4/2016	1645	S Carroll	\$ 50.00
2/4/2016	1646	T Roulston	\$ 50.00
2/4/2016	1647	F Frenzel	\$ 50.00
2/4/2016	1648	C Frenzel	\$ 50.00
2/4/2016	1649	M Neese	\$ 50.00
2/4/2016	1650	A Bordas	\$ 50.00
2/4/2016	1651	J Cooper	\$ 50.00
2/4/2016	1652	M Goatley	\$ 50.00
2/4/2016	1653	C Schmidt	\$ 50.00
2/4/2016	1654	C Whitacre	\$ 50.00
2/4/2016	1655	M Sticklely-Godinez	\$ 50.00
2/4/2016	1656	B Rose	\$ 50.00
2/4/2016	1657	B Mackintosh	\$ 50.00
2/4/2016	1658	M Sticklely-Godinez	\$ 50.00
2/8/2016	1659	VCE-Frederick	\$109.45
2/8/2016	1670	A Leatherman	\$215.05
2/10/2016	1671	E Specht	\$ 58.89
Total Outstanding Checks as of 2/12/2016			\$ 1,471.92
Checking Balance as of 2/12/2016			\$ 8,736.69
CD/United Bank			\$ 5,200.74
College/HS Memorial Fund (savings)			\$ 5,128.48
Total Balance			\$ 19,065.91

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Vice President:

Karen Brill presented the vice president's report, noting that Chris Schmidt is today's speaker. Karen is working on an official program for March, which will be held at the Blandly library. Next month she will provide more information about a mid April tour/field trip to the Winchester Medical Center garden.

Standing Committee Reports

Communications and Publicity:

Kris Behrends gave the Communications and Publicity Report. Of note, the co-chairs held a meeting February 5th to review current projects and 12-month publicity plan. They've asked for any members who want an event publicized to email with the name and date to ensure the event is added to the schedule.

The committee focuses on community events, calendars, and other free methods of advertising. Committees for large events may need more publicity and want to recruit a dedicated publicity person on their committee (who will have access to our materials) to dedicate more time to the event. Large events may also want to include paid ads in their budget. Some of our free sources are increasingly mentioning the importance of "rewarding them" with paid ads.

Elaine Specht finished press for the Blandly Seed Exchange. It was well attended and many seed swappers shared hearing about the event in Elaine's radio interview, reading the article in the Winchester Star, or seeing the event on our and Blandly's Facebook pages.

Stacey has been filling in for Joy Brunk on March's Symposium while Joy was traveling. Joy has picked that back up for the final push. The membership put up over 100 flyers about the event at various places in our five counties. Because another MG organization has an educational event March 12th, we need everyone to help in getting the word out.

The whole committee met before today's meeting. Our calendar is quickly filling up with the available members we have actively helping, so we are working to recruit more committee members, especially since Stacey is stepping away from publicity through mid June to focus on Garden Fest. Virginia Hisghman, Cathy Allen, and Liz Stevenson joined us today.

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The committee also wants to ensure all members who distribute any sort of advertisement for an official event use the language and rules provided by Mark. (See attachment A)

Education:

Karen Brill presented the Education Report. Of note, the Symposium is three weeks away. The committee wants to thank everyone involved. If you have donated anything or helped in any way, please let Karen know. Volunteers are needed to help during the event. Please sign up to help. The event counts as four education hours for Master Gardeners who attend, and any working time before or during the event counts as project hours for actual time worked.

Special Committee Report for Garden Fest:

At this time, Cy Haley presented the Garden Fest report. First she mentioned the Hilda J. Barbour seed starting class being on Saturday February 27th from 10:00 – 12:00. Lynn Hoffmann is teaching the class, and it counts for two education hours for Master Gardeners.

The Garden Fest committee held a meeting at Belle Grove to review changes in layout, including speakers now being in the barn, children's activities where speakers were, and workshops in the old children's activity place. A signup sheet is going around for volunteers. Plant volunteer signup will go out separately. Mary Flagg and Susan Groom need to know from leaders if tents and tables are needed. A few more vendors are needed. Suzanne Boag is looking for a handmade-garden-pot vendor and a birdfeeder/birdhouse vendor. The vendor fee is \$75. Cy pointed out that any expenses incurred should be reimbursed through her. Members should fill out the reimbursement voucher and return it to her. She will then forward that to Lee Demko.

Stacey Smith gave an overview of February activities to prepare for the Garden Fest plant sale (see Attachment B). She also demonstrated the kind of pots needed, that trademarked pots are not allowed, and the locations of various "plant pot locations," including her home in Shenandoah, Cy's home in Warren, Russ Watkins' home in Frederick, and, soon, Susan Garrett's home in Clarke.

Finance:

No report.

Membership:

Susan Garrett noted that the dues and recertification deadline is February 29, 2016. The membership committee is meeting March 31, 2016 to update the membership roll.

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Newsletter:

No report.

Special Committee Reports

Audit:

Susan Garrett stated that the Audit committee needs another member. Cy Haley volunteered. The committee members are Frank Baxter, chairman, Stan Corneal, and Cy Haley.

Class of 2016:

Susan Garrett presented the Class of 2016 report. Of note, several members attended the Garden Fest meeting and a few are at today's meeting. Angie Hutchinson and Russ Watkins need helpers for two classes on Thursdays in March. Suzanne Boag will help.

Scholarships:

Bob Carlton presented the Scholarship Report. Three applications have been received.

Facebook:

Suzanne Boag presented the Facebook Report, requesting MGs to like and share posts and events from the NSVMGA Facebook page. The Symposium post reached over 1,000 people.

County Coordinator Reports

Clarke County Coordinator:

Ginny Smith presented the Clarke County report via email. Of note, the county will hold its project planning and review meeting in March. Other projects are on hold for spring.

Frederick County Coordinator:

John Kummer presented the Frederick County Report. Of note, Janet Keithley, Shan Kilby, and Tricia Boyd put together the county basket for Symposium. The county wrap up and organizational meeting will be held March 15 at 6:30 PM at the Greek Orthodox Church at 1700 Amherst Street in Winchester. Greenline starts up mid April every Friday from 9:00 to noon. Frank Baxter reported that the horticulture therapy program at Westminster Canterbury is moving ahead. They are looking at other locations for ideas.

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Page County Coordinator:

Charlie Newton presented the Page County Report. Of note, the county is getting together in March to discuss projects. A marble bench for the Chinquapin Oak is on hold for some leveling and tree removal. Brick House Nursery will host the June Master Gardener meeting.

Shenandoah County Coordinator:

Sharon Bradshaw presented the Shenandoah County Report. Of note, the county planning meeting is March 14 at 6:30 PM in the VCE classroom at the county government center. The members will review 2015 activities and define projects for 2016.

Sharon encouraged members to verify that all 2015 hours are posted on VMS, either on their own or with Mary Craig's or Kris Behrend's assistance. After each county has its 2016 projects defined and leads identified, the applications will go to Mary Flagg and Mark Sutphin for approval. Once approved, the 2015 version of a project will be removed from VMS and hours can no longer be posted to that project.

One item mentioned in the February newsletter needs to be emphasized: the Volunteer Farm in Shenandoah County has closed permanently. That farm, in 2015 alone, distributed over 55 tons of food to local food banks. With this source no longer available, many of our local citizens are going to have problems with fresh produce from food banks. If Association members, as individuals, can plant a few additional vegetable plants to donate to a food bank, it would be greatly appreciated.

Warren County Coordinator:

Cy Haley presented the Warren County Report. The Hilda J. Barbour seed starting class is Saturday February 27th from 10:00 – 12:00. Greenline begins in April. The county will hold a review meeting soon.

Volunteer Coordinator Report:

Mary Flagg presented the Volunteer Coordinator Report. Every county has plenty of opportunities to get hours. Members should get in touch with her or Susan Garrett if they need help getting their 20 project or 8 educational hours. A few of the opportunities include:

- Clarke – Blandy community garden
- Frederick – Westminster Canterbury, Belle Grove Barn Series, Garden Fest, JR MG Home school program, Symposium

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- Shenandoah – Fort Valley series
- Warren – Hilda J Barbour seed starting, Horticultural Dayz

Projects are there, and hours need to be entered into VMS.

VCE Agent:

Susan Garrett noted that Mark Sutphin, if there, would stress the advertising requirements mentioned by Kris Behrends are for insurance reasons. The Publicity Committee is working on putting together clear guidelines based on Virginia Tech's Resource Guide (available on VMS).

Old Business:

Blandy Educational Garden – Mary Craig reported via email that a good number of volunteers have signed up. More are needed. Right now planning the garden is a priority.

New Business

Garden Fest Children's Activities – Cyndi Walsh will need volunteers to help plant trees for the children's activities at Garden Fest. The trees should arrive in March. Volunteers are also needed the day of the event.

Samuels Library Garden Lecture Series – Frank Baxter reported that Matt Windt is working on setting up the MG lecture series at Samuels Library. He will send out information soon.

Closing Remarks

Susan Garrett held a Valentine's Day themed raffle for the members present.

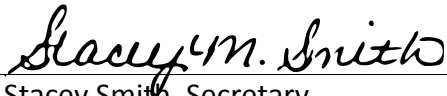
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Adjournment

The meeting suspended at 2:54 for an education presentation.

Motion: At 4:00 Cy Haley motioned that the meeting be adjourned, and Rich Howell seconded the motion. The motion carried with all in favor and none against, and the meeting was adjourned at 4:00 PM.

Respectfully submitted by:



Stacey Smith, Secretary

Northern Shenandoah Valley Master Gardener Association

March 20, 2016

Date Approved by Association

Date Draft to Association: 02/25/16

Date Revised Draft Sent to Association: 03/03/16

Date Final Approved Copy Sent to Webmaster: **03/25/16**

**Meeting of the Northern Shenandoah Valley Master Gardener Association
Held February 21, 2016 at 2:00 PM
at Farm Credit Building, 125 Prosperity Drive, Winchester, VA 22602**

Welcome, Guests! Please Sign in on Last Page

Last Name	First Name	S	Association Members, Please Sign In	
Allen	Cathy	T	<i>Cathy Allen</i>	1 ✓
Ames	Eleanor	E		
Andriola	Cathy	A	<i>Catherine J Andriola</i>	1 ✓
Bakos	Lisa	A		
Baxter	Frank	A	<i>Frank Baxter</i>	2 ✓
Behrends	Kris	A	<i>Kris E Behrends</i>	3 ✓
Bevan	Elizabeth	A		
Boag	Suzanne	A	<i>S Boag</i>	4 ✓
Bowling	Skip	A		
Bowman	Terry	A		
Boyd	Tricia	A	<i>Patricia & Boyd</i>	5 ✓
Bradshaw	Sharon	A	<i>Sharon Bradshaw</i>	6 ✓
Brill	Karen	A	<i>Karen Brill</i>	7 ✓
Brown	Lisa	T		
Brownlee	Paula	A		
Brunk	Joy	A	<i>Joy Brunk</i>	8 ✓
Burslem	Patricia	A		
Byrd	Deborah	A		
Carlton	Bob	A	<i>Bob</i>	9 ✓
Carlton	Mary	H		
Carp	Sari	A		
Casey	Pat	A	<i>Pat Casey</i>	10 ✓
Chiccehitto	Susan	D		
Cocina	Laurie	A	<i>Laurie Cocina</i>	11 ✓
Collett	Bob	A		

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Cooper III	Herbert	I		
Corneal	Stan	A		
Costello	Diane	A		
Craig	Mary	A		
Crandell	Patricia	T		
Creager	Nancy	A		
Cypser	Beth	A		
DeMasi	Claire	A	<i>Claire DeMasi</i>	12 ✓
Demko	Lee	A	<i>Sandra Lee Demko</i>	13 ✓
Dewey-Balzhiser	Anne	A		
Dickey	Cathy	A		
Dowty	Rodney	A		
Downing	Donna	D		
Doyle	Kathy	A		
DuBois	Georganna	E		
Embrey	Randy	D		
Fairbanks	Mark	A		
Fairman	Rose	A	<i>Rose Fairman</i>	14 ✓
Findler	Alice	T		
Finlay	Susan	I	<i>Susan Finlay</i>	1 ✓
Flagg	Mary	A	<i>Mary Flagg</i>	15 ✓
Funk-Smith	Donna	A		
Gail	Bob	T		
Garretson	Ruth	E		
Garrett	Susan S.	A	<i>Susan Garrett</i>	16 ✓

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Goff	Kristen W.	D		
Gordy	Malinda	A	<i>Malinda Gordy</i>	17 ✓
Gregory	Fran	E		
Griffin	Donna	A		
Groom	Susan	A	<i>Susan Groom</i>	18 ✓
Guevremont	Rita	A	<i>Rita Guevremont</i>	19 ✓
Hadeler	Shelby	E		
Hale	Lynda	A	<i>Lynda Hale</i>	20 ✓
Hale	Nina	T		
Hale	Sally	A	<i>Sally Hale</i>	21 ✓
Haley	Cynthia D.	A	<i>Cy</i>	22 ✓
Hallar	Barb	A		
Hanahan	Terry	A	<i>Terry Hanahan</i>	23 ✓
Harshman	Elaine	A		
Haun	Larry	A	<i>Liz</i>	24 ✓
Himmelright	Sandy	A		
Hinkle	Scott	A		
Hisghman	Virginia	A	<i>Virginia Hisghman</i>	25 ✓
Hoffmann	Lynn	A		
Holland	Robbin Jo	A	<i>Robbin Jo Holland</i>	26 ✓
Hough	Pam	A		
Howe	Denise	A	<i>Denise Howe</i>	27 ✓
Howell	Rich	A	<i>Richard Howell</i>	28 ✓
Hutchinson	Angie	A	<i>Angie Hutchinson</i>	29 ✓
Huttar	Emily	A		

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James	Kaye	D		
Johnson	Peggy	T	<i>Peggy Johnson</i>	2 ✓
Jones	James	A	<i>James Robert Jones</i>	30 ✓
Keithley	Janet	A	<i>Janet Keithley</i>	31 ✓
Kilby	Shan	D	<i>Shan Kilby</i>	1 ✓
Killingbeck	Martin	T	<i>Mart Killingbeck</i>	3 ✓
Kohrs	Sarah	A		
Krause	Theresa	A		
Kummer	John	A	<i>John Kummer</i>	32 ✓
Kunkel	Kelly	A		
Lake	Helen	A		
Latham	Cecelia	A		
Layton	Charles	A		
Legeer	Pat	A		
Levi	Ann	A	<i>Ann Levi</i>	33 ✓
Look	David W.	A		
Luce	Bob	T		
Lycas	Elena	A		
Mack	Tom	A		
Mack	Lesley	A		
Markel	Ellen	D		
Martin	Glenn	A		
Marx	Mike	A		
McConnell	Enid	A		
McDonald	Cheryl	A	<i>Cheryl A. McDonald</i>	34 ✓

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McIntosh	Rozalynn	A		
Miller	Margie	T		
Morgan	Liz	I		
Newcomb	June	A	<i>June Newcomb</i>	35 ✓
Newton	Charles	A	<i>Charles Newton</i>	36 ✓
Norman	Sandra	A		
O'Brien	Siobhan	A		
Ortgies	Anna Mea	D		
Palmer	Belinda P.	A	<i>Belinda Palmer</i>	37 ✓
Patton	Jeff	T	<i>Jeff Patton</i>	4 ✓
Pittillo	Carol	A	<i>Carol Pittillo</i>	
Powell	Brenda	A		
Reed	Ginny	A		
Rindt	Katherine	A		
Rogers	Sue	A		
Rutherford	Carolyn	T	<i>Carolyn Rutherford</i>	5 ✓
Smith	Ginny	A		
Smith	Stacey	A	<i>Stacey Smith</i>	38 ✓
Specht	Elaine	A	<i>Elaine Specht</i>	39 ✓
Specht	Nancy	D		
Stevens	John	H		
Stevenson	Liz	T	<i>Liz Stevenson</i>	6 ✓
Stilwell	Anne	E		
Stromberg	Richard	A		
Sutphin	Mark	*		

* - VCE Agent, A - Active, D - Adjunct, E - Emeritus, H - Honorary, I - Intern, T - Trainee
Updated 2016/02/21

