

**Minutes for The Northern Shenandoah Valley Master Gardener Association
Association Meeting Held April 17, 2016**

Call to Order

The Northern Shenandoah Valley Master Gardener Association held an Association meeting April 17, 2016, at 125 Prosperity Dr, Winchester, VA 22602.

Susan Garrett, president, presided over the meeting and called the meeting to order at 4:42 PM. Stacey Smith served as secretary.

Opening Remarks

Opening remarks included an agenda review.

Attendees

39 Master Gardener Volunteers, Interns, and Trainees were in attendance. *With 35 active members in attendance, a quorum was present.* (Attendee list attached.)

Officers' Reports

Secretary:

Stacey Smith noted that the minutes for the previous month's association meeting were distributed via email. One additional change to those minutes corrects Mark Sutphin's son's name.

Motion: Bob Carlton made a motion to approve the minutes of the previous month's association meeting as distributed with the noted correction. James Jones seconded the motion. The motion carried with all in favor and none against.

Stacey Smith presented the secretary's report, requesting everyone sign in.

Correspondence:

A thank-you card from Mark Sutphin was read.

Treasurer:

Lee Demko presented the following treasurer's report.

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**Northern Shenandoah Valley Master Gardener Association
Treasurer's Report for Period Ending April 9, 2016**

Outstanding checks as of April 9, 2016

1646	T Roulston	\$ 50.00
1647	C Frenzel	\$ 50.00
1654	C Whitacre	\$ 50.00
1657	B Mackintosh	\$ 50.00
1658	M Stickley-Godinez	\$ 50.00
1678	Lynn Hoffman	\$200.00

Total Outstanding Checks as of April 9, 2016	\$ 450.00
Checking Balance as of April 7, 2016	\$ 7,280.46
CD/United Bank	\$ 5,200.74
College/HS Memorial Fund (savings)	\$ 5,128.48
Total Balance	\$ 17,609.68

Vice President:

Karen Brill presented the vice president's report. Sunday's program is by Colin Campbell, a 17-year-old iris hybridizer. A May field trip is planned to visit his family's farm. At the May meeting, Kris Behrends will present a program on good booth setup, and Anne Dewey-Balzhiser will provide a program on snappy presentations. The June meeting is at Brick House Nursery in Page County. Sheryl Campbell will provide a June program on edible flowers.

Standing Committee Report

Communications and Publicity:

Kris Behrends presented the Communications and Publicity Report. The Barn Series is starting this month at Belle Grove.

Education:

Karen Brill presented the Education and Vice President's reports. Kris Behrends and Elaine Specht will give a presentation at the May meeting regarding proper and not-so-proper ways to set up a MG info booth. Anne Dewey-Balzhiser will give a snappy presentation tutorial. June's meeting is at the Brick House Nursery in Page. A field trip to Iris Hills Farm is planned for May. On June 23rd, we will have an evening presentation on edible flowers. The May meeting is at the Warren County Government Center.

Finance:

No report

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Membership:

Mary Craig presented the Membership report. Currently there are 129 NSVMGA members. Recertification forms have to be submitted to be a member.

Newsletter:

No report.

Special Committee Reports

2016 Garden Fest:

Cy Haley gave a Garden Fest report, requesting those interested in helping sign up in VMS and indicate which area they are interested in. Each lead gave an overview of his or her section. Sharon Bradshaw wrapped up the report requesting members put up flyers in their communities.

Class of 2016

Susan Garrett presented the Class of 2016 report. There are two more class sessions, and the students are taking exams now. The 2017 class is in Shenandoah County.

Scholarships:

Susan Garrett mentioned the Scholarship Committee is reviewing applications.

Audit:

Susan Garrett thanked the Audit Committee and read highlights of its report, namely that the material is well organized and consistent without discrepancies. The committee made the following two recommendations, which the Board of Directors voted to approve:

- Establish a permanent mailing address for important correspondence.
- Purchase an accounting software program such as Intuit QuickBooks.

Guidelines:

Ann Levi presented the Guidelines Committee report. The first review is completed, and all believe the process should be painless.

Sunshine:

Susan Garrett received seven volunteers to take over the position of Sunshine Chair. The board chose Terry Hanahan, who begins her duties immediately. Susan said a special thank you to Suzanne Boag for crafting the role over the last year.

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County Coordinator Reports

Clarke County Coordinator:

Susan Garrett reported that Clarke County needs a new coordinator.

Frederick County Coordinator:

John Kummer presented the Frederick County Report. Volunteers are needed for Green Line. The Lowes Help Desk is starting soon.

At this time Helen Lake provided a report on the following projects/events:

- Lowes Help Desk – the City of Winchester Lowes has enthusiastically invited NSVMGA to return.
- Belle Grove Barn Series – help is needed to get the word out about the events and to distribute flyers.
- Junior MG – a few MGs did not receive their pins for helping. Please see Helen if you are one of those people.

John reported that Greenwood Mill is ongoing with a good reception. 6 – 8 Master Gardeners are helping. The Timbrook community garden plots are claimed, and two are by MGs. Main Street Ag Day is cancelled this year, and another event will take its place. The rain garden has started. There's an opportunity to help with Garden Fair at Blandy. Frank Baxter reported that the Westminster Canterbury Horticulture/Therapy Program has identified a potential sit for a greenhouse.

Page County Coordinator:

Cheryl McDonald presented the Page County Report. The Farmers' Market is running May through October. Green Line calls are coming in. The county's members potted over 400 peat pots for Farm to Table Day at Shenandoah Elementary. The County MGs will decorate the bulletin board at the library (to advertise the booth at the Farmer's Market) once they coordinate with the library staff. The June meeting is at Brick House Nursery, which is letting us shop from the hoop houses.

Shenandoah County Coordinator:

Sharon Bradshaw presented the Shenandoah County Report. County project activities are underway. The Green Help Line office hours began this month with volunteers in the VCE classroom on the first and third Friday mornings.

Landscape planting has begun at the Corhaven Graveyard project, which began last year as the Sam Moore Slave Cemetery. This week there will be several work opportunities for MGs. Earlier this month, MGs guided Governor's School Students from Triplett Tech as they searched the creek for possible headstones from the sites on the bank, learned about riparian buffers and the need for erosion control, and had a practical lesson in mixing native soil with the potting soil when transplanting.

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The farmers' market kits have been updated with the new PMG and several updated VCE publications, along with a new supply of soil test kits. MG participation in the Strasburg market began yesterday and will be on the first and third Saturdays, with the first appearance at the South Street Barn Market scheduled for next Saturday.

Volunteers are lined up for a table at Natural Art Garden Center to promote MG activities during the Artisan Trail open house on April 23.

Warren County Coordinator:

Cy Haley presented the Warren County report. The Samuels Library event was well attended. The Green Line has started.

Volunteer Coordinator:

Mary Flagg presented the Volunteer Coordinator Report, thanking everyone. She requested all members ensure project applications are completed and submitted properly. VCE forms and dues are needed. If you haven't returned yours, you will receive one last email.

VCE Agent:

No report.

Old Business

1) Blandy Community Garden – Mary Craig reported the garden cleanup is starting.

New Business

1) NRVMGGA – Susan Garrett reported that the New River Valley Master Gardener Association is sightseeing in our area in June and would like to meet with NSVMGA members for dinner in Winchester. Helen Lake, Mary Craig, Terry Hanahan, Frank Baxter, and Skip Bowling will coordinate for NSVMGA.

2) Bylaws Revisions – Susan Garrett reported that the recommended bylaws revisions were circulated as required.

Motion: Bob Carlton made a motion that the Amended Bylaws, as approved by the Board and as circulated, replace the current bylaws. After discussion and correction of one typo, the motion carried with 32 in favor, 0 against, and 0 abstentions.

3) NSVMGA Apparel – Elena Lycas is taking orders for Master Gardener apparel. Email her through VMS to order.

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Closing Remarks

Susan Garrett and Karen Brill presented an appreciation dessert in honor of National Volunteer Week.

Adjournment

Motion: Bob Carlton motioned that the meeting be adjourned, and Frank Baxter seconded the motion. The motion carried with all in favor and none against, and the meeting was adjourned at 5:58 pm.

Respectfully submitted by:

Stacey Smith, Secretary

Date Approved by the Board

Northern Shenandoah Valley Master Gardener Association