

**Minutes for The Northern Shenandoah Valley Master Gardener Association
Association Meeting Held January 15, 2017**

Call to Order

The Northern Shenandoah Valley Master Gardener Association held an Association meeting January 15, 2017, at 1175 Hisey Ave, Woodstock, Virginia 22664. Cy Haley, president, presided over the meeting and called it to order at 2:04 PM. Stacey Smith served as secretary.

Attendees

61 Master Gardener Volunteers and 2 guests were in attendance. *With 59 active members in attendance, a quorum was present.*

Opening Remarks

Opening remarks included an agenda review.

Vice President's Report

Suzanne Boag reported the next board meeting is Wednesday, February 15th, at 6:00 PM at Mid-Atlantic Farm Credit, 125 Prosperity Drive #100, Winchester, VA 22602.

The Board approved changing the February Association meeting to February 26th at 2:00 PM at Warren County Government Center, 220 N Commerce Ave #200, Front Royal, Virginia, 22630. Janet Davis of Hill House Nursery is the speaker.

Secretary's Report

Stacey Smith reported the minutes for the November Association meeting were emailed in for review.

Motion: Bob Gail moved to approve the minutes of the November Association meeting as distributed. Susan Garrett seconded the motion. The motion carried with all in favor and none against.

Correspondence: Stacey reported the Association received a letter and \$75 donation on behalf of Carolyn Wilson from real estate agent Kemp Miller. Cy Haley sent a thank you note on behalf of the Association.

Garden Fest Plant Sale (Special Committee): At this time Stacey Smith reported today she is distributing a "monthly to-do" calendar in preparation for the Garden Fest plant sale. She also demonstrated the paper plant ID labels in use this year. Finally, she requested members sign up or email her if they wish to help with the details of the plant sale and/or potting parties.

Treasurer's Report

Bob Gail presented the following report:

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Treasurer's Report

YTD December 31, 2016

FINANCIAL POSITION

CHECKING ACCOUNT

Checking Balance - November 30, 2016 \$7,055.60

<u>DEPOSITS</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>	
		Member		
	7-Dec	Dues	\$40.00	
	7-Dec	Book Sale	<u>\$21.00</u>	
Total December 2016 Deposits				\$61.00

<u>EXPENSES</u>	<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>	
	13-Dec	1724	\$(150.00)	Gift	
	21-Dec	1726	<u>\$(28.00)</u>	Publicity	
Total December 2016 Expenses					<u>\$(178.00)</u>

Checking Balance - December 31, 2016 \$6,938.60

SCHOLARSHIP FUND

Scholarship Fund Balance - November 30, 2016 \$9,046.52

<u>Activity</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>	
	31-Dec	Interest	\$0.77	
Total December 2016 Activity				<u>\$0.77</u>

Scholarship Fund Balance - December 31, 2016 \$9,047.29

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**RESERVE
FUND**

Reserve Fund Balance - November 30, 2016 \$5,208.90

<u>Activity</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
	31-		
	Dec	Interest	\$0.44
Total December 2016 Activity			<u>\$0.44</u>

Reserve Fund Balance - December 31, 2016 \$5,209.34

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TOTAL CASH ON HAND - DECEMBER 31, 2016 \$21,195.23

Respectfully Submitted,

Robert A. Gail

Treasurer

Bob also requested that all members pay their dues by January 31st.

Old Business_____

1. Elaine Specht reported that the Seed Exchange at Blandy is the last Saturday of January, and she has flyers to distribute. The event will have four vendors this year, a speaker, several door prizes, and a lot of seeds.

New Business_____

1. None.

VCE Agent Report_____

Cy Haley requested that all members get their VCE recertification forms filled out and returned to Mark Sutphin by the January 31st due date. The drop-dead date to get them in is February 28th.

Volunteer Coordinator Report_____

Bob Carlton requested that all members who have a project for 2017 get the project form in to their county coordinators soon. He and Mark Sutphin need to receive them in time to get the projects into VMS.

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As a reminder, dues must be paid by January 31st. In addition, all members must have their 20 project hours and 8 education hours for 2016 recorded in VMS by that date.

Bob also expressed appreciation for the support he's receiving from Association members as he moves into his new role and gets familiar with VMS.

County Coordinator Reports

Clarke: Ginny Smith reported the county would hold a meeting in March.

Frederick: Helen Lake reported the county Greenline is up and monitored by email. She asked that county members contact her with any ideas for community outreach or new programs. If any project leaders have not yet submitted their 2017 project forms, please get those in soon. She also requested volunteers to help with a new special-needs-adult project led by Paula Brownlee.

Page: Lesley Mack reported the county will have a meeting in March. Not much else is going on right now.

Shenandoah: Sharon Bradshaw reported ongoing projects include Green Help Line and planning for many of the other projects. The Community Garden committee is meeting regularly and plans for two series of "Growing Groceries" workshops to begin in early April. The Garden Manager at Lowes is very pleased to be working with us for this year's growing season and has some ideas in addition to the plant information table.

The county planning meeting will be March 20th from 6:00 PM – 8:00 PM in the VCE Classroom.

MG Trainee Class of 2017 (Special Committee):

At this time Sharon reported registration for the new class is Tuesday, January 17th. All Master Gardeners are invited to come and mingle with the applicants as we interview each one in the privacy of the classroom. There will be eight interviewers, so we are counting on a relatively quick process. Please wear green shirts and nametags. The class schedule will go onto the VMS calendar soon. Space is very limited for the classes, so if any members wish to audit a class, either sign up through VMS or email Sharon. There are also project-hour opportunities by signing up for the pit crew.

Warren: Sari Carp reported she is giving a talk on companion planting in raised beds at the Front Royal Southern States. Joey Waters reported the third-grade initiative is getting started at her school, and they are working on a process that other schools could use. Lynn Hoffmann reported that help is needed with the third-grade initiative event on March 22nd. A signup sheet is going around.

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Standing Committee Reports

Communications & Publicity: Lynn Hoffmann reported the Brent & Becky's and Smile.Amazon programs are up and running. Each will contribute a portion of their sales to the Association. She also reported she brought Christmas decorations from Belle Grove for those who would like them.

The website has been a work in progress and Donna Funk-Smith is posting updates as Lynn gets them to her. She has updated emails and entered them into the new Contact Us email from the web page. The county and unit projects will be updated next. As we have events, all coordinators should forward to Lynn any emails they collect so she can keep the list up to date.

The Seed Exchange info has been sent to the major papers and emails have been sent, and Facebook continues to announce it. The Symposium Save the Date info has gone out to the email list and the Paypal information is set up and is on the webpage. Lynn has today, and they will be posted on the website and Facebook.

We've connected to a garden blog in the Northern Virginia area called Pegplant, and she will add our events to her event lists. We will try to link her site on the webpage and Facebook. Sarah Kohrs has volunteered to keep a binder of newspaper articles and information about the Association and events. Anyone who has copies of past articles should forward them to her or to Lynn at the monthly meetings.

Finally, Lynn is circulating the flyers book with various flyers for the membership to put up around the five counties.

Education: Sari Carp reported the committee is up and running. Public Library Series presentations are planned in four counties and are open to Master Gardeners for education hours and to the public. The committee is also planning more traditional Master-Gardener only events, and a feedback form is going around at today's meeting. All education committee events will be on VMS, and if anyone is interested in registering for those that require it, just click "volunteer" for that project. In addition, Carolyn Wilson has requested members save clean two-liter soda bottles with lids and bring them to her at the February Association meeting.

Finance: Bob Gail reported dues must be received by the end of the month. Half of the members have paid.

Membership: Mary Craig reported VCE recertification forms are due as soon as possible. The Association currently has 119 members, and 62 have paid dues already. Everybody but two have put their hours in for 2016.

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Newsletter: Cy Haley asked members to send articles to Richard Stromberg.

Special Committee Reports_____

Symposium: Sandy Ward reported the Symposium is April 1, 2017 at Lord Fairfax Community College in Middletown. Registration begins at 8:00 am, and the grand door prize will be given away around 4:00. It's a great opportunity to gain educational hours. Books and magazines are needed for the book sale.

Garden Fest: Cy Haley reported she will have a committee meeting in February. Advertising will focus on children, and children and pollinators are the overall themes of the event. We want to have as many children as possible at the event. She is also collecting Second Hand Rose donations of gently used garden objects. The May meeting should be at Belle Grove so members can drop off their contributions. Ginny Smith needs showcase items made by Master Gardeners and raffle donations.

Closing Remarks_____

None.

Adjournment_____

Motion: Angie Hutchinson moved to adjourn the meeting. Lynn Hoffmann seconded the motion. The motion carried with all in favor and none against, and the meeting adjourned at 3:08 pm.

Respectfully submitted by: .


Stacey Smith, Secretary

Northern Shenandoah Valley Master Gardener Association

February 26, 2017

Date Approved by the Board