Minutes for Northern Shenandoah Valley Master Gardener Association
Board of Directors Meeting Held January 5, 2026

Call to Order

The Northern Shenandoah Valley Master Gardener Association (NSVMGA) held a Board of Directors meeting on Monday, January 5, 2026, via Zoom. Rochell Dornatt, President, presided over the meeting and called it to order at 7:00.

Attendees

Voting Board of Directors

Rochell Dornatt, President
Chris Jorgensen, Vice President
MaryJane Korrigan, Secretary

Advisory Board Members

Sue Scarborough, Clark County Coordinator
Carol Belkin, Frederick County Coordinator
Cindy Stauff, Shenandoah County Coordinator
Nancy Reed, Page County Coordinator
Susan Matyuf, Warren County Coordinator

NSVMGA Members in attendance

Joan Newman,Jay Tamagan, Nancy Mancuso, Rich Sankovich, Misa Mulrooey,Bridgette Grimm, Ann Levi, Sonya Klein.

Opening Remarks

Rochelle Dornatt, NSVMGA President, opened the meeting with informal conversation about recent travel routes, holiday routines, and New Years celebrations. Rochelle explained that she intentionally avoided contacting people in December to give everyone a break after a difficult year. She emphasized her hope that 2026 will be a more positive, collaborative year for the association. Her goal is to shift meetings away from lengthy report-reading and toward conversation, engagement, and community-building,with the expectation that members read submitted reports in advance.

Once a quorum was present, the meeting officially began. Rochelle welcomed everyone and noted that some members were absent: Jen Adams, Outgoing NSVMGA President; Jerry Jellets, Treasurer;

Officers Reports

Vice President

Chris Jorgensen reported that each of us, as we move forward, have the responsibility to make being an EMG in the NSVMGA a positive experience. Reduce drama and be considerate of each other. The January 18th Association meeting is via Zoom, and there is no Guest Speaker at this time.

Secretary

MaryJane Korrigan asked for motions to approve the November 12, 2025.
Rochelle Dornatt moved to approve the Board minutes, Chris Jorgensen seconded the motion. Motion passed.

Treasurer

Jerry Jellets was not at the meeting due to illness but later on sent a report that is attached at the end of the minutes.

New Business

Rochelle reported that she has no new information about the VCE agent hiring process. John Thompson emailed earlier in the day stating he had no updates but hoped to have more by next month. He agreed to attend the February meeting, along with Mark Sutphin and, if hired, the new agent. Rochelle noted that John was careful not to reveal any details about the candidate.

The Voting Board of Directors met with Dr. Gutter, Director and Associate Dean for VCE, and a VCE attorney in December regarding the MOU. The positive news, VCE initiated the meeting. The negative news is neither Dr. Gutter nor the attorney had reviewed the language previously approved in June 2025. Rochelle provided the text again during the meeting. The attorney expressed no immediate objections but wanted to review the dissolution clause. The matter is now back with VCE legal, and Rochelle emphasized that this is no longer an active concern for the Association until VCE responds. Coordinators were encouraged to reassure their counties that the issue is on the back burner.

Anne Levy presented a Re-enrollment report that mentioned 119 members/interns have re-enrolled with some still owing dues and some finishing up hours. Several members have not re-enrolled. The Board intent is to allow time to pay or re-enroll but to inform members that unpaid/non re-enrolled people will lose meeting and committee privileges if not resolved. Ann will distribute the updated re-enrollment report to all County Co-ordinators so they can follow up with the members in their county who have a current deficit either dues or earned hours.

Multiple members reported difficulty reaching Joanne Royalty. Some received an auto-reply stating her part time position ended in December 2025. Others noted that her desk at the office appeared cleared out, and emails to her VCE address no longer generate out-of-office responses. Members expressed concern about project approvals, press releases, and required VCE sign-offs.

Sue Scarborough requested permission to send out press releases for the Seed Exchange, given the January 15 deadline for the *Clarke Monthly.* Rochelle advised sending the materials to Mark Sutphin

and noted she would follow up directly. Bridgette Grim confirmed that the press release is largely unchanged from last year and includes the required VCE statement. Several members agreed that, given the circumstances, the Association should proceed with any time-sensitive outreach.

Members expressed concern about pending 2026 approvals. Some counties received approvals before December and others received none. Leads are anxious about ordering plants and planning early season work. Rochelle recommended proceeding with project activities as usual, documenting communication attempts, and continuing to submit materials to Mark Sutphin until VCE provides direction.

Rich Sankovich reminded the group that NSVMGA has maintained its own liability insurance for two years, and the premium has been paid. This covers NSVMGA events regardless of VCE delays.

Susan Matyuf noted that without Joanne or another Coordinator entering events, County Coordinators must add volunteer opportunities themselves, especially children's programs scheduled for January and February. Susan encouraged Coordinators to ensure their calendars for volunteer opportunities on Better Impact are up to date.

Technology/ Equipment Committee: Lead is Jay Tamangan. It was recommended to the Technology committee to resolve the SSL certificate auto-renew problem and document recurring cost change. Jay is to report back to the Board with the cost and renewal plan by January 20, 2026.

Rochelle asked Rich Sankovich to put together a portfolio of ideas for fundraising events, especially NSVMGA Scholarships awarded to High School graduates. Rich is to circulate his two page report of ideas to the Board Members to review and decide which events to pilot in 2026. The list is attached at the end of this report.

Nancy Reed presented to the Board the idea of moving all key documents such as bylaws, budgets,reports, and project materials into a shared online system to reduce reliance on scattered emails and make information easier for both the Board and membership to access. Nancy noted the Google Drive appears to be the simplest option for a group with mixed technology comfort level after asking Chat**gpt**, an online AI option.The majority agreed that a centralized location would streamline communication and reduce repeated requests for reports. Carol Belkin shared that her county already uses shared Google documents for project continuity, which has worked well and ensures future Leads can easily access past notes. The group expressed general support for exploring a shared file system.

Audit Committee: Brian Guilfoyle is the Audit Chairman. The Audit Committee is tasked with preparing a report regarding their findings and presenting it to the Board at the March 2,2026 meeting.

County Coordinator Reports

Clark County

Clarke County Coordinator Report
Board Meeting
Sue Scarborough
January, 2026 Project Update:

1. Nature's Surprises at Clarke County Library - Our December lesson was about gourds. Ann Hirshey came to share all about gourds, how they grow, where they grow, and uses for them.Then the students made a gourd vase as a holiday gift for a friend or family member. Our January class will be about the winter birds that are in our area and how we can help them survive and thrive during the winter months. Then we will make outdoor bird feeders.

2. Chet Hobart Park Garden - Ann Levy is looking into new signage for our garden. She is working with Clarke County Parks and Rec. to find suitable signs that fit with current park Signage.

3. Seed Exchange - We are getting very excited about hosting the Seed Exchange. This week we will meet to separate and organize the seeds we currently have. There are also still a few seed packing parties scheduled. We now have (and will continue to have) weekly ZOOM meetings to finalize all our plans. A reminder about the event will be going out soon to all MG's and Barbara and Joanne did a great radio promo before the holidays.

4. Clarke County MG's will have our yearly calendar planning meeting on January 11, 2026. This year, we will hold it at the VCE Headquarters in Berryville.

Upcoming Activities and Events:
Natures Surprises at CC Library - January, 15
Regular Seed Exchange ZOOM Meetings - Jan. 3, 10, 17, 23, 30
Natures Surprises at CC Library - February 19
January Planning Meeting - January 11, 2026
Seed Exchange - Feb. 7, 2026

Frederick County Report Business Association Meeting

Carole Belkin, Frederick County Coordinator
Board Meeting for January 5, 202

Bowman Nature Surprises:

Engaging Topics and Activities
The Bowman Nature Surprises program has finalized its calendar for 2026. Throughout the year, attendees can look forward to a range of fun and engaging activities, all designed to inspire and educate. Each session will focus on a different topic, providing hands-on experiences and opportunities for participants to deepen their understanding of nature and gardening.

January Kickoff: Plant Propagation Lesson

The new year begins on January 8th with a lesson dedicated to Plant Propagation. During this session, participants will learn practical techniques for propagating plants and assist with preparations for the upcoming Bowman Plant Clinic Festival. Each attendee will have the chance to take home “baby” plants or cuttings, which can be rooted and eventually planted in pots.

To join the Plant Propagation lesson or learn more, sign up on Better Impact or contact Extension Master Gardener leads Laura Best and Tricia Boyd.

Bowman Annual Plant Clinic:

Educating the Public on Houseplant Care
The Bowman Annual Plant Clinic is a one-day event focused on teaching attendees how to care for and maintain healthy houseplants. Extension Master Gardeners (EMGs) will be available throughout the day to answer questions, help identify various plants and diagnose plant diseases, and provide practical guidance to visitors. ’care. These sessions will include

Hands-On Plant Propagation

In addition to offering expert advice, EMG volunteers will assist participants with propagation techniques. Attendees will have the opportunity to root houseplants using a selection of donated plant cuttings, gaining valuable hands-on experience in propagating new plants.
Lectures and Demonstrations

Throughout the event, several speakers will present lectures and lead demonstrations covering a variety of topics related to houseplant care. These sessions will include discussions on propagation
Frederick County Continued:
methods, best practices for maintaining healthy indoor plants, and additional subjects relevant to plant enthusiasts. To date, the following EMGs will provide lectures and demonstrations: Sharon McLellan – AAMG; Kate Reed– Pruning techniques; Susan Matyuf and Joey Waters – Propagation techniques.

Opportunities for additional speakers are open. Contact Carole Belkin at:belkincarole@gmail.com
- When: Saturday, January 31st, 2026; 10 am to 2 pm
- Where: Bowman Library Address: 871 Tasker Rd, Stephens City, VA 22655

Sign up on Better Impact. There is a Google Spreadsheet for specific activities and times to volunteer. Volunteers Needed: 15-25 volunteers

Frederick County AAMG Services:

Extension Master Gardeners (EMG) volunteers are available at this venue to provide area residents with research-based solutions to a wide range of gardening topics and questions. Their expertise covers gardening basics, addressing common challenges, and offering diagnostic support for plant health issues. EMGs assist with the identification of plants, trees, and insects, and advise on proper cultivation, regular maintenance, and effective control methods.
Additional areas of guidance include best practices for fertilization, lawn care, habitat creation, and the management of both native and invasive plant species. Volunteers also help gardeners recognize beneficial and invasive insects, navigate the Pest Management Guide, and perform online reference searches to support home gardening efforts.
For more information, contact Sharon McLellan or sign up through Better Impact (BI).

NSVMGA VCEMG JANUARY 2026 **PAGE COUNTY REPORT**

The Page County Plant Clinic began on 4/26/2025 and continued twice a month on the second and fourth Saturdays through and including October at Massanutten Country Corner. In addition to the Plant Clinic, we are providing an educational talk on these same days and times on a variety of topics. The last talk was the 4th Saturday in October. We are continuing this project into 2026.

We are continuing and expanding the Page County Fair as a project.

We are discussing the best way to reinstate the PACA Community Gardens as an EMG project.

We are working on scheduling our annual unit meeting.

Respectfully Submitted
Nancy M. Reed
Page County Coordinator

Shenandoah County Report

Board Meeting
Cindy Stauff, January 2026

I hope everyone had a wonderful holiday season! Even though it's chilly outside and the pond is frozen, my daffodils are poking up through the mulch. Only 79 days until spring!

Project Updates and General Info:

1) AAMG in Woodstock is open for business the third Friday of each month during winter. AAMG at Jon Henry's General Store will resume in the spring when Jon receives his first shipments of plants. I will let you know when that happens, and it would be good for those of us who are interested in volunteering at JHGS to meet there and familiarize ourselves with the plant offerings.
2) Our Shenandoah County EMG meeting to kick off the year will be Saturday, February 21 st . I'm waiting on final confirmation of times from the venue. I will send out that update as soon as I hear back from them. During this meeting we will look at the status of the projects in Shenandoah County, and make a plan for carrying on through the new year.

Warren County Report

Board and Association Business Meeting
Susan Matyuf, January 2026

Reports of programs:

Most of our programs are on hiatus for the winter, except for Samuels Library Indoor Plant Demo and Education and our Samuels Nature Explorers. Co-leads for this program (Joey and Lisa) will be finalizing adult education opportunities at the library.

1) Samuels Nature Explorers: (leads Dianne Lacy and Emma Bricker, co-leads)
Friday, January 23
2:45 - 3:00 PM - Set up and prep area
3:00-3:45 PM - Wee Ones in the Garden (ages 3-5), up to 20 participants
3:45 - 4:00 PM - Clean up and Reorganize
4:00 - 4:45 PM, Elementary Gardeners (ages 6-11), up to 20 participants
TOPIC/ACTIVITIES
Worms and Other Insects: Superheroes of the Garden!
We will look at how our superheroes spend the winter to gear up for their active lives during the warmer weather. Where do they live? What do they do? How do they eat? What can we do to help them prepare for their superhero work? Come join us! We will be doing a craft project so each participant will have something to take home! Don't worry parents - no live worms or Insects!
2) Samuels Library Indoor Plant Demonstration and Education: (Joey Waters and; Lisa Heim, co-leads)
3) Warren Heritage Demo Garden: (Katherine Rindt and Karen Leonard, co-leads)
4) Ask a Master Gardener Information Project: (Susan Matyuf and Christine Dagorn, co-leads).

This winter we will focus on inventorying and organizing supplies for our Information Booths, which will be housed at the County Extension office (Warren County) in the closet. Susan Matyuf, Dave Rushton, and Scott Emuryan will meet with Fern Vasquez of the Citizens Helping Each Other Community Garden to propose a new VCE EMG Project educating and supporting the community in a demonstration/working garden where the produce is donated to CPAC and other area food pantries.
Respectfully submitted,
Susan Matyuf, Warren County Coordinator

Committee Reports

Website

Webmaster Jay Tamamgan

As some of you may know, our website was flagged as ”unsafe”/”compromised” and access was limited because its security certificate had expired shortly before the New Year.
Rest assured, NSVMGA.org is now safe and everything is up and running.
Elaine got in contact with the hosting company and they told us that the website wasn’t able to load the updated security certificate because it had run out of disk space*. The customer service lead provided additional storage space (+an additional fee) and installed the new security certificate. He also recommended adding more storage in the future to facilitate upgrading the website’s firmware.
Lastly, for those who may have ended up paying their dues via Square over the past few weeks—please take note that the NSVMGA Square page is part of the Square website making it fully separate from our own website and thus, secure for all your transactions.

Technology and Equipment Committee

The Technology and Equipment Committee was formed in late December 2025 to help assess and address the growing technology needs of the unit.
As this endeavor is expected to be a multi-year effort, we are asking EMGs who might be interested in representing their county (esp. Warren and Page) and providing their insights and relevant expertise to join us.
Please contact Jay directly (angelsfindangles@gmail.com) for any questions.

*- We are currently weighing options (without buying more disk space) to better mitigate this issue down the road.

Vernon Jay Tamangan

Closing Remarks

Rochelle Dornatt thanked everyone for attending and to hang in there, 2026 will be a good year.

Adjournment:

The meeting was adjourned by Rochell Dornatt at 8:40 p.m.

Respectfully submitted by *MaryJane Korrigan*,

MaryJane Korrigan, NSVMGA Secretary
Date approved February 2,2026

Northern Shenandoah Valley Master Gardeners Association
Exhibit A
ID #86-1104034
Profit & Loss Operational Account
Year Ended December 31, 2025

Description	Revenue	Expense	Balance
INCOME :			
Garden Fest	17,573.30		17,573.30
Member Dues 2025	2,262.27		2,262.27
Donations	683.54		683.54
TOTAL INCOME:	20,519.11		20,519.11
EXPENSES:			
Permanent Items -		-9,394.32	-9,394.32
Administration / Committee Expenses		-4,555.36	-4,555.36
Unit Projects	100.00	-2,746.75	-2,646.75
Unit Committees NSVMGA		-1,810.05	-1,810.05
Clarke County		-287.75	-1,129.32
Frederick County		-2,076.06	-2,076.06
Page County		-303.54	-303.54
Shenandoah County		-1,129.15	-1,129.15
Warren County		-639.57	-639.57
Garden Fest		-8,058.95	-8,058.95
TOTAL EXPENSES:	100.00	-31,001.50	-31,743.07
INCOME/ (LOSSI)	**20,619.11**	**-31,001.50**	**-10,382.39**
CLEARING ACCOUNTS:			
Intern Class 2025	5,325.00	-5,324.45	0.55
Scholarship Students	7,500.00	-7,500.00	0.00
	12,825.00		0.55
Net Income/(Loss)			**-10,381.84**

Northern Shenandoah Valley Master Gardeners Association
Exhibit B
ID #86-1104034
Statement Of Financial Position
Calendar Year January 1, 2025 to December 31, 2025

Description	Revenue	Expense	Net
OPERATIONAL FUND:			
INCOME:			
Member Dues	2,262.27		2,262.27
Donations	683.54		683.54
Garden Fest	17,573.30	-8,058.95	9,514.35
Total Revenue:	20,519.11	-8,058.95	12,460.16
EXPENSES:			
Permanent Items		-9,394.32	-9,394.32
Administration / Committee Expenses		-4,555.36	-4,555.36
Unit Projects	100.00	-2,746.75	-2,646.75
NSVMGA Committees		-1,810.05	-1,810.05
Clarke County		-287.75	-287.75
Frederick County		-2,076.06	-2,076.06
Page County		-303.54	-303.54
Shenandoah County		-1,129.15	-1,129.15
Warren County		-639.57	-639.57
Total Expenses:	100.00	-22,942.55	-22,842.55
NET INCOME vs EXPENSES OPERATIONAL FUND:	20,619.11	-31,001.50	-10.382.39
ADJUSTMENTS OPERATIONA FUND:			
Retained Earnings Prior Year	24,949.67		24,949.67
Member Dues Prepaid 2026	2,007.97	-5.00	2,002.97 (2)
Donations High School Scholarships	1,063.00	0.00	1,063.00 (3)
Garden Expenses 2026		-533.25	-533.25
Seed Exchange 2026 Expenses		-377.13	-377.13
Total Adjustments:	28,020.64	-915.38	27,105.26
CLEARING ACCOUNTS:			
Intern Classes	5,325.00	-5,324.45	0.55
Scholarships Current Year	7,500.00	-7,500.00	0.00
Total:	12,825.00	-12,824.45	0.55
TOTAL: OPERATIONAL FUND:	61,464.75	-44,741.33	16,723.42 (4)
RESERVE /RESTRICTED FUNDS:			
Scholarship Fund Master Gardeners	10,000.00	0.00	10,000.00
Scholarship Fund Students	17,572.41	0.00	17,572.41
Reserve Account CD	38,322.17	0.00	38,322.17
Reserve Account Money Market	5,006.03	0.00	5,006.03
TotalS: Reserve / Restricted Funds	70,900.61	0.00	70,900.61
TOTAL ALL FUNDS:	132,365.36	-44,741.33	87,624.03

Cash Balance 12/31/2024	**24,949.67**
(4) Cash Balance 12/31/2025	**17,440.47**
(2) Prepaid Dues for 2025	**-2,002.97**
(3) Transfer of Restricted Donations to Scholarship Student Funds	**1,063.00**
Cash Balance as of 01/01/2026	**14,374.50**
(4) Loss of Retained Earnings	**-10,575.17 (4)**

I hereby certify that, to the best of my knowledge, that the financial statement above is accurate and correct

Jerald Jellets, Treasurer,
Northern Shenandoah Valley Master Gardeners Association

Additional Report:

Ideas for 2026/27 Fund Raising/Adjustments for NSVMGA and/or Scholarship funds

By Rich Sankovich

1. Start a GoFundMe on NSVMGA Face Book Page for scholarship costs.
2. Reduce Scholarship Dollar amounts distributed to make existing funds last 3 or more years. Combine Winchester & Frederick County as one Scholarship as part of this process.
3. Advertise Tax deductible contributions(501c3) and Donate Button on NSVMGA Web Home Page for both Scholarships and or Association project support.
4. Fundraiser at Belle Grove Barn for a Dinner/Keynote Speaker/Silent Auction using Shaffer's BBQ, Bonnie Blue or other notable caterers. Give away two 2 x 6 ft. x 15 inch high Raised Beds via free drawing of which current pressure treated material cost is $71.50 and my labor to build is free, and sell 50/50 tickets during event also. Menu to be Farm to Table based, cost per person TBD and could have drawings for donated items that we could muster during the dinner.
5. Start running a 50/50 drawing at every Face to Face member meeting. Could do a $1 each and or 6 tickets for $5 sale and use for High School scholarship funding.
6. Partner with Alamo Winchester Film Club for a Movie Night or Day/Fundraiser. Movie selection could be Classic or Garden/Farm/Environment related.
7. Partner with Churches who have kitchen facilities and do Spaghetti/Meatball/Salad fundraisers either at a 50/50 or 60/40 split – Giveaway One 2 x 6 ft. raised bed ($71.50)
8. Contact and or partner with/help Garden Clubs in 5 county area for their fund raising and a possible profit split with our labor to help supplement theirs.
9. Use Educational Adventure program to sponsor a Master Gardener event day for 4 to 5 hours educational training at a local college that includes 4 to 6 speakers from our Master Gardener Association Ranks presenting Classroom training topics previously approved in the past 10 years. Include a Boxed lunch and drink and

keep cost under $30
10. Begin charging $2 per person for those people attending Seed Exchange to offset costs of labels, envelopes, printing ink, boxes and other supply items etc.
11. Begin charging $2 to 3 per person for those people attending Garden Fest to help offset costs for rental, signage, dirt, soil, buckets, labels, sticks, paper, rental costs, dumpster, police assistance, and parking attendants.
12. Include Vegetable and Herb starter Transplants contributed by MG association members at Garden Fest Sale. $1 to 2 range per plant.
13. Reduce annual cost outlay to support VCE owned projects to match the actual amount fund raised. Example: $9500 raised in 2025 would equate to a $9500 max budget for VCE approved projects support in 2026 if matched to income. Stop bleeding the Association Treasury by forecasted Budgeting/Spending more than funds raised at VCE/NSVMGA collaborative events.
14. I could rent a spot at Garden Fest from NSVMGA and set up on behalf of my business name SRBG Inc., and state all donations received to support the NSVMGA scholarship program, do a show and tell on Raised Bed Gardening, give away 200 free copies of the Simplistic Raised Bed Gardening Book(SRBG) I wrote and published, and give 3 talks during the Garden Fest event at 9am, 11am and 1 pm. In addition, we could run a raffle(cost per ticket TBD) for four Raised Bed Garden Frames 3 foot x 8 foot x 15 inch high assembled and delivered including landscape cloth within the 5 county area. The cost of each frame with my labor donated would be $85 at current pressure treated lumber prices. We could also man the booth and sell our NSVMGA Gear there too as opposed to the Second Hand Rose booth!
Ideas for Attraction and Retention of New and Existing members to Association
1. Ensure that each 501c3 NSVMGA Association member knows that the Mileage to and from any projects listed in Better Impact/VCE as a member of the 501c3 Non-Profit Association is tax deductible at a 14 cents per mile rate or can be computed from gas usage cost using miles per gallon cost of gasoline compared to a high usage gas using vehicles per IRS regulations. IRS Publication 526.
2. Recognize outstanding members at Face to Face business meetings or write up something for a newsletter or Facebook site. Find or Hear something good about a member and stand up and point it out while in presence of their

peers. Does not necessarily need to be EMG related, and might be something written, published, good Samaritan or innovative. Just extra-ordinary!
3. Give back at least once per year to the Association Membership – A bring a dish picnic with all meat, utensils, plates, tables, canopies and drinks supplied by Association, along with some lawn games, music, lawn chairs and relaxation along with some possible giveaways. May need to raise annual dues by $5 each or so to pull this off, but a non-business, non-work social event goes a long way toward building internal relationships and camaraderie. June or July timeframe.
4. Contact all Farm Markets, Farm Supply Stores, Nurseries, Landscaping Business's in 5 county area to see if they would extend a 5 or 10% discount on everything or even select items they sell to a card carrying member of NSVMGA in exchange for mention in our advertising on Face Book or Association Web Site or a banner at Garden Fest and Seed Exchange. Fifty Eight businesses found in 5 county region so far using Internet searching that fit the descriptor above. List would be published annually to association members. Make up a window decal for all those who participate. Example: Proud Supporter of Northern Shenandoah Valley Master Gardeners Association with our logo centered!