

**Minutes of the June Regularly Scheduled Meeting of
The Virginia Master Gardener Association, Inc.
June 10, 2004
Blacksburg (Virginia Tech)
(Draft)**

Attendance

(Amherst, Campbell, Lynchburg) Karen Sacasky; (Arlington-Alexandria) Catherine Cray; (Brunswick) Larry Woyer; (Chesapeake) Pinky Derieux, Carol Dixon, Mary Doris Ferguson; (Fairfax) George Graine; (Fauquier) Lenore Plissner, Jim Scibek; (Goochland) Joe Florino; (Halifax) Bill McCaleb; (Hampton) Carrie Seachord; (Hanover) Cheri Haggerty; (JCC-Williamsburg) Angela Cingale, LeAnn DuBois, Barbara Schroeder-Gustafson; (New River) Barry Robinson; (Northern Neck) Jinny Estell, Pat Rogers; (Prince George) Cheryl Sebera; (Prince William) Frank Reilly, Pat Reilly; (Rockbridge) Ted Jenks; (Roanoke) Kathryn Debnar, Shelby Snider; (Suffolk) Maria Morales; (Virginia Beach) Liz Maurer, Fran Shelton; (Virginia Tech) Dave Close, Joyce Latimer, Jerzy Novak.

Call to Order

President Jim Scibek called the meeting to order at 11:28 a.m.

Introductions

President Scibek welcomed us all to the June board meeting in Blacksburg. He turned the meeting over to Pat Reilly, who introduced Kim Christopoulos. Kim is the Director of Donor Relations in the Office of Development at Virginia Tech. Kim gave the members present information on endowments. Her key points were:

- ◆ Program development - requires a fundraising plan and takes a few years to develop
- ◆ Minimum of \$10,000 to start endowment
- ◆ Fundraising- look for organizations who will give you backing; matching gifts, corporate gifts; work closely with Dean Quisenberry; once there is a fundraising plan in effect, we would work with a development officer and the college of Agriculture to start the endowment
- ◆ Coordinate with Development Office- stay aware of the bigger picture
- ◆ Brainstorm a prospects list

Overall, Kim was enthusiastic about our desire to create a Master Gardener Endowed Fund. She and the Office of Development are eager to assist in reaching our goal. She gave members present a draft application and information pamphlet.

A formal Endowment Committee was formed by Jim Scibek (Fauquier), Pat Reilly (Prince William), Angela Cingale (James City/Williamsburg), Kathryn Debnar (Roanoke), Carol Dixon (Chesapeake) and Jane Pratt Shilling (Loudon).

Minutes

The April minutes were accepted as corrected. Fran Shelton was added to the Scholarship Committee.

Treasurer's Report

Treasurer Shelby Snider reported:

| | | |
|---|--------------|------------------|
| Checking Account Balance as of May 31, 2004 | | <u>\$1875.57</u> |
| Income | | |
| Deposit - Membership Income | 1352.00 | |
| Donations to DREF | 30.00 | |
| | Total Income | 1382.00 |
| Checking Account Balance | | <u>\$3257.57</u> |
| Expenses | | |

| | | |
|-----------------------------------|----------------|--------------------|
| Membership | 13.25 | |
| Bank Expense - PC Banking | 43.90 | |
| Checks | 8.50 | |
| DREF Savings | 30.00 | |
| | Total Expenses | <u>\$95.65</u> |
| Checking Account Balance | | <u>\$3161.92</u> |
| Money Market | | 5432.11 |
| CD Balance | | 6396.51 |
| Diane Relf Endowment Fund (DREF) | | 3728.83 |
| Total Overall Balance of Accounts | | <u>\$18,719.37</u> |

COMMITTEE REPORTS

Education - Lenore Plissner, Chair

The Education Committee met at the Extension Office in Stafford County on April 26, 2004.

Preparations for the next Continuing Education program, to be held on September 18 at the State Arboretum of Virginia, are nearly complete. A full day of exploring the variety of flora at Blandy Farm is scheduled. We hope the registration form will be available on the VMGA website by July 1. Registration will close on September 7.

Committee members and our fellow MG's Barbara Geer and Cheryl Sebera from the Prince George Master Gardener Association (PGMGA) discussed the second Good Gardening Symposium held March 13 at the Randolph Farm Pavilion of VSU. The VMGA Board voted to co-sponsor Good Gardening Symposiums beginning this year. In preparation for the 2004 symposium, Debbie Hamilton shared her expertise in registering large groups, Margaret Van Winkle designed the registration form, and on March 13, other members of our committee checked in registrants and helped Barbara and Cheryl with on-site jobs. Our committee understood our task as co-sponsors was to be co-workers. After lengthy consideration, the committee, with the concurrence of Barbara and Cheryl, ask that the VMGA Board consider a different relationship between the Education Committee and the group sponsoring the Garden Symposiums. The PGMGA symposiums are by their charter to be held for the public in the "Tri-cities" area near Disputanta. The VMGA Education Committee is responsible for scheduling Continuing Education programs for Master Gardeners throughout Virginia with the aim of providing advanced training in various geographical regions. Both groups consider March the optimum month to schedule spring programs: February's weather is too uncertain; by April, our groups would be competing with Easter vacations, the April VMGA Board meeting, and MG units and/or communities that have annual events.

As a result, the committee proposes to the VMGA Board that:

1. Each year, information regarding the PGMGA Gardening Symposium be carried in the *VMGA Report* and on the VMGA website;
2. The chairs of the Education Committee and the Garden Symposium remain in contact regarding program dates, topics, and speakers.
3. The VMGA Board encourage Extension Agents to allow MG's credit for attending the PGMGA Garden Symposiums.

Another decision needed from the Board:

Barbara Geer reported a net profit of \$91.10 from the Good Gardening Symposium 2004. She suggested the amount be split between the Gardening Symposium endowment fund and the VMGA.

Lastly, the Education Committee would like the VMGA Board to request that a member of the Education Committee be on the MG College Advisory Board. Such a position has the potential for mutual benefits, and with new leadership in the state program, we hope such a request may be granted.

After the Education Committee report, a motion was made and accepted to have the Good Gardening Symposium retain the \$91.10. A motion was made and accepted to support the three recommended proposals. The issue of an Education member serving on the MG College Advisory Board was referred to David Close, State MG Coordinator.

Newsletter - Florace Arnold, Editor

Florace was not in attendance. The latest issue has been mailed.

Membership - Pauline Price, Chair

We now have 608 members and 92 Life members. It should be noted that 309 of these memberships officially expired on May 31, 2004. Membership applications will be available in the Brag Board area at the Annual meeting.

Communication/Unit Support - Frank Reilly, Chair

Unit Support

Members: Pat Reilly, Karen Sacasky, Pinky Derieux, Kerry Goldmeyer, Susie McCrea and Frank Reilly and whomever else we need.

1. We maintained a page dealing with the Critical Staffing Initiative, and arranged several email solicitations urging Master Gardeners to contact their legislators.
2. We have answered a question regarding liability insurance for activities by local units. In short, Virginia Tech indemnifies us when we are doing the work of Extension, but does not cover us for such activities as fund-raising for local associations.

Communication Committee

Members: Cheri Haggerty, Shelby Snyder and Chair Frank Reilly and whomever else we can get. Kathryn Debnar has joined the committee to maintain the Calendar page.

1. Since the April regularly scheduled meeting there have been 18083 visitors to VMGA.net. We average discrete 245 visitors per day.
2. Since the April regularly scheduled meeting, the web page has been updated on 57 separate occasions.
3. 4141 visitors came to the College Home page.
4. The most popular pages in the last three months have been College, Calendar, Membership, and the minutes.
5. Remember that we can help you host your site for a while under certain conditions.

Unit Reports

The Unit reps attending presented written reports or have e-mailed them to the secretary. They will be posted at www.VMGA.net and in the next newsletter.

State Fair - Christy Brennan, Chair

Christy Brennan will have a sign up sheet available in the Brag Board area for those interested in signing up for the State Fair. The State Fair will again be in Richmond from September 23 - October 3.

Extension Liaison - reported by Dave Close, MG Coordinator

Dave reports that things are going well. There are over 200 registrants for college and including the New River Valley MGs and VT faculty support staff, the total attendance will be over 240.

Unfinished Business

Proposed Budget: The proposed FY 05 budget was presented. The approved budget is Attachment # 1 to these minutes. During the presentation of the budget several line items were explained. As discussed at the April meeting, Marketing has been added as a line item. Any expenses for showcasing the VMGA will be under this line. The Summary of Impacts item was added to set aside a part of the budget to cover expenses for updating and preparing the Summary of Impacts document. This was first created in FY2002 and distributed to local and state officials to show the impact of Master Gardeners at all levels.

Audit Committee: Ted Jenks, Chairman, and committee members Susie McCrea and Sally Jones performed the annual audit. Their report will be included in the 2004 Annual Meeting minutes

New Business

Dues: A motion was made and accepted to increase dues to \$12.00. The increase will become effective July 1, 2004. The proposed increase will allow for increased revenues to cover the rising cost of preparing the newsletter. Several members discussed the possibilities of an electronic newsletter to offset these costs. No decision was made to visit this proposal. The application/renewal form will be updated to reflect this increase. A motion was also made to increase Lifetime dues to \$250.00. After some discussion, the motion was defeated. It was then moved and accepted to have the incoming President appoint a small committee to address the Lifetime membership issue.

Treasurer: Jane Montgomery resigned the office of Treasurer before taking office. The board asked Pat Reilly to assume the office and she accepted.

Announcements

The Diane Relf Endowment Scholarships were awarded to the following:

| | |
|-------------------|---------------------------------|
| Carol Dixon | Chesapeake |
| Judy Kinney | Amherst, Campbell and Lynchburg |
| Pamela Hanse | Amherst, Campbell and Lynchburg |
| Liz Maurer | Virginia Beach |
| Leslie Paulson | Prince William |
| Irene Mandracchia | Loudon |

Board meetings for 2004 are scheduled as follows:

| | | |
|-------------------|---------------------------------------|--------------------|
| August 14 | To be announced at the Annual Meeting | Central District |
| October 16 | Chesapeake | Southeast District |
| December 11 | Northern Neck | Northeast District |
| February 14, 2005 | To be announced | |

The meeting was adjourned at 12:35 p.m.

Respectfully submitted,

Cheri Haggerty
Secretary
VMGA

ATTACHMENT #1

VMGA, INC
PROPOSED FY 05 BUDGET
JUNE 1, 2004 TO JUNE 1, 2005

INCOME

DUES \$5400.00

EXPENSES

COMMUNICATIONS/SUPPORT 450.00
MEMBERSHIP & ROSTER 1350.00
NEWSLETTER 1875.00
STATE FAIR 50.00
VMGA EXPENSE (SCC) 25.00
BANK EXPENSE 125.00
GIFTS 600.00
MARKETING 200.00
ELECTIONS 200.00
SUMMARY OF IMPACTS 350.00
OFFICER'S EXPENSE
PRESIDENT 50.00
VICE-PRESIDENT 25.00
SECRETARY 50.00
TREASURER 50.00

TOTAL EXPENSES \$5400.00

