

Virginia Master Gardener Association, Inc.  
 Bi-Monthly Board Meeting  
 Saturday August 8, 2009  
 Claytor Visitor Center, Bedford VA  
 Hill City Master Gardeners

**Attendance:**

(Arlington/ Alexandria) Joe Kelly; (Bedford) Patty Richard; (Blue Ridge) Charlie Whittle; (Chesapeake) Pinky Derieux; (Chesterfield) Lynne Foote; (Fairfax) George Graine; (Fauquier) Jim Scibek; (Gloucester) Bonnie Bernard; (Green Spring) Joan Richards, Cyndi Bishop; (Hanover) Cheri Haggerty, Christy Brennan, (Henrico) Beverley Cochrane; (James City Co./Williamsburg) Susan Giandomenico, Jim and Nelda Pressly; (Lynchburg /Hill City) Cora Jane Roush (guest), Emily Sayers, Bettie Tyree, Jean Higgenbotham, Beverly Miller, Helen Adams, Karen Sacasky, Conrad Kauppi, Patty Kauppi, Iva Scott, Pasty Meyer, Klawa Thresher, Jean Camn, Sue Chipman, Claire Schultz, Bill Gahuz, Joe Pond; (Louisa) Jack Wilmer, Ira Wallace, Tina Chalekie (Prince George) Cheryl Sebera, Barbara Geer (Prince William) Janet and Bill Scott, (Rockbridge) David Mims; (Roanoke) Kathryn Debnar, (Virginia Beach) Mary Ann Kincaid, Fran Shelton, Betty Villers; (Va. Tech) Nancy Franz.

**Call to Order:**

President Betty Villers called the meeting to order at 10:00 am.

**Introductions:**

Hill City Representative, Debra Straw welcomed everyone to the Claytor Nature Center and introduced Joe Pond, the President of Hill City Master Gardener's. Hill City had the first Master Gardener class 1982 and became an association 1991. Currently there are 139 Master Gardeners' who have contributed 14,872 volunteer hours. There are two main educational programs which are in five elementary schools in the area and a summer gardening program at the juvenile detention center.

The summer gardening program at the Boys and Girls Club generated over 400 pounds of potatoes and 4700 pounds of produce to the inner city food bank. The presentation of this garden program won 1<sup>st</sup> place in the 2009 SFE Competition at Master Gardener College.

The group has restored the speaker's bureau to include 85 topics and 23 speakers. These programs are well utilized in the community, reaching over 775 contacts in 2008 and have already been presented to 650 contacts in 2009. Hill City has an annual plant sale which generated \$8,000 in 2008.

Betty asked every member to introduce themselves and the unit they represented.

**Minutes – Christy Brennan**

Betty asked for one correction to the minutes of June 2009 to change the adjournment time to 5:30 p.m. and add the treasurer's report.

The minutes were accepted with the corrections added, and will be posted on the VMGA web site.

**Treasurer's Report – Bill Scott**

Bill presented the treasurer's report. The treasurer's report will be filed for audit. (The report is attached).

**Special Report** - Betty introduced Nancy Franz, Professor and Extension Specialist in Program Development at VT and one of the judges for the **Brag Boards and Search for Excellence competition** at MG College.

Nancy spoke to the group on creating a better Brag Board and explained what the judges consider when judging the boards. There are 4 basic rules 1) follow the rules of the competition and make them easy for the judges to see. 2) Determine the category of your project and make this clear to the judges, focus on one category and project 3) know the judges and their expertise – “play “ to the expertise in the presentation” read their minds”, 4) Results – what were the changes in behaviors or the outcome of the experience. This is where most of our entries needs more work – include interviews of the contacts, how they liked the experience – what did they learn, how were they affected?

There are 5 ways to collect data. Surveys, interviews, information gained from secondary data (i.e. County Board meetings), case studies with particular subjects chosen, observation and report.

She discussed guidelines and performed a critique/workshop on three of this year’s entries with suggestions from the group including how to present the information she had presented including: methods of collecting data, designing displays that appeal to all senses and the different ways of learning, reporting results and ease of replication.

## **Committee Reports:**

### **Membership- Mary Anne Kincaid-Chair**

As of August 5, there are 502 members of the Virginia Master Gardener Association. Of these, 332 are Active members; 5 are Auxiliary members; and 165 are Lifetime members.

This is an increase of 40 members since the June 2009 report. There are 11 fewer members than reported in August 2008.

### **Newsletter- Peggy Fox- Chair**

Newsletter going well, please remember to let Peggy know what is going on in your area by sending her articles or links to your units newsletter.

Unit reports are sent to Cheryl Sebera – Cheryl will be sending a template to use for unit reports to Include prevalent information for the newsletter.

Unit reports are due by August 25<sup>th</sup>.

### **Unit Support\_ Frank Reilly – Chair**

Frank was not present and no report was submitted.

### **Education Committee -Barbara Geer – Chair**

There are only three members currently serving on the education committee- 16 VMGA members had expressed interest in the committee and Barbara will be contacting them soon.

The education committee has a program scheduled in Charlottesville in conjunction with Master Naturalist on Oct 13<sup>th</sup>. There are fliers for members to take back to the units for this event. The web site should have the registration form available next week.

The committee had to cancel the event scheduled in the Isle of Wight area on Oct 31<sup>st due</sup> to another regional training event in the area concerning similar topics.

The next planned event will be a mini- master gardener college day held at VA State University with Andy Hankins as the lead. There is ample room for over 100 attendees and at least two large breakout sessions.

On August 21s the education committee will meet with Andy to plan the event. Please e-mail Barbara any ideas or topics you would like to have presented.

A 3<sup>rd</sup> program has been planned in the Rockbridge area in the fall of 2010 concerning school programs, community gardening and SOL's requirements concerning food.

The education committee had asked the Executive Board about the cost of educational programs. The Board recommends a Cost to VMGA- members of \$10.00 and \$20.00 for non-members. The exception will be the event planned on Oct 13 which is in conjunction with the Master Naturalist Program. Master Naturalist will pay the VMGA member rate of \$10.00. Motion was made, seconded and passed.

#### **Endowment Committee: Kathryn Debnar**

There has been a significant problem with record keeping and acknowledging all contributions to the endowment fund. It originally was our understanding that Tech. would send out thank you notes to all contributors. Upon investigation over forty three donors from 2008 have not been given an acknowledgement because they sent their donation to the VMGA Treasurer instead of directly to VT Foundation. Kathryn is building a spread sheet to record all donations and the date of acknowledgements. Please let Kathryn know if you have not gotten an acknowledgement. As part of the reporting system membership forms will refer all donations to the Foundation. In order to receive documentation for a tax deduction all donations must be submitted to VT. Make checks payable to "VT Foundation", add Account #886119 in the memo line and mail to: CALS Development Office, 215 Hutcheson Hall (0402) Blacksburg VA 24061.

No balance for August has been sent by the foundation to Kathryn. The June balance is 281,919.69 mostly contributed by Master Gardeners. Over 35 units have given over 100.00. Kathryn will submit a report for the next newsletter.

#### **Virginia Green Industry: Cheri Haggerty**

VGIC took part in the VA Governor's forum to determine where the candidates stand on current agriculture issues. The next town hall meeting will be held in VA Beach, August 18<sup>th</sup>.

The **VA Go Green Garden Festival** will be held September 12<sup>th</sup> at the Science Museum of Virginia in Richmond, there are lots of opportunities to volunteer. Contact Cheri Haggerty, [haggs2282@earthlink.net](mailto:haggs2282@earthlink.net) to volunteer.

#### **Education Endowment committee- Paul Campbell- Chair**

Paul was not present at the meeting and has resigned as chair of the committee. The committee has completed the duties for this year and the new chair will be able to select a new committee. Traditionally all members of the committee have been past recipients of the Diane Relf Scholarship. Betty will send an email to unit reps asking for volunteers.

Kathryn Debnar will send thank you notes to those who donated to the 2009 scholarship fund.

#### **Fund Raising- Susan Giandomenico**

The committee raised \$1900.00 at Master Gardener College, thank you to Patty Gamache. -Susan still has the \$20.00 packet available for reps to take back to units and get orders. Be sure to let everyone know about the new t-shirts - three colors in men's and four pastel colors in women's sizes

–please take some back to you units. They will also be featured on the VMGA web site. We only have two of the flags left for sale.

### **State Fair- Christy Brennan**

The State Fair will be held in Doswell this year one mile past Kings Dominion. The dates of the Fair are September 24<sup>th</sup> through Oct 4<sup>th</sup> – there are still several great dates and times left. Please let Christy know if your unit would like to volunteer. Especially needed “night owls” who do not mind working nights.

### **VCE- Dave Close**

Dave was not present but submitted a report.

- Dr. Alan Grant formerly of Purdue University has been named as the New Dean for the College of AG and Life Sciences.
- VA Tech has requested VCE make permanent plans to reduce the budget in three stages by 2012 reductions are targeted to 3.1 million, 6.3 million, and 9.4 million. The reductions will be agency wide.
- Now more than ever is the time to talk with legislators concerning Extension.
- Grants have been awarded for Emerald Ash Borer programming to Northern VA; the programs will include Master Gardeners and Extension Agents.
- MG handbook has been updated and will be ready to order by this fall, cost of the handbook has not increased in years; this year will have a slight increase.
- Record system is still not updated. May consider purchasing California’s system in place of building our own which is proving to be cost prohibitive.
- MG College advisory team will meet soon so please let them know of any issues or ideas for next year’s MG College.
- Dave conducted training in Richmond in June for non-Ag and Natural Resource Agents on the basic policies of the MG Program.

### **Presidents Report-**

The Executive board met July 18<sup>th</sup> to discuss where the VMGA is headed for next year

- The Board discussed the recommendations from the finance committee; we would like to distribute the membership directory on line instead of hard copies to every member. The on-line version will not be a booklet but a spreadsheet format. Dawn Myerricks and Mary Anne will meet together to determine the best format to e-mail.
- The Finance committee recommended that we increase fees to educational events to make a profit. George asked if we need to make a profit, Bill responded that as more members pay lifetime fees the organization may need to increase funds for operational items. The board felt that the fee may increase as we schedule more educational events.
- The Coordinator endowment- VMGA is requesting more information from the foundation in a formal report. We are making changes to assure every donation receives a timely acknowledgement.
- Dawn Meyerriecks has agreed to be the new web master; she has some really good ideas for updates.

Please send Dawn any ideas for updates. We have been asked to incorporate links to other organizations such as the VA Botanical program.

- VMGA would like to sponsor a mixer at MG College Thursday night after the award ceremony. It was also suggested we - † be included in the daily announcements of MG College. These suggestions will be submitted to the MG College Advisory Board.

VMGA will handle all details for the SFE /Brag Board Competition during MG College

- There will b no goody bags this year, as Dave will be recruiting sponsors who will give the MG’s freebies...

- A meeting with executive board and the VCE/VT leadership is planned for Jan in Charlottesville
- Other organizations are noticing VMGA, Betty was asked by a Delaware unit for our fund raising ideas and the Home Magazine has asked for an article on night blooming plants –
- Information on obtaining a 501(3) c status is available for unit. Betty has a few copies today and she can also email you a copy.

### **Unfinished Business-**

Silent auction – Leslie Paulson, chair- not present – we are looking for someone or a unit to handle the silent auction for next year. 164 items were donated this year. The auction normally has 5-7 helpers during set up, and the closing.

Maybe we need another type of auction to contribute to the endowment

George Graine had a debriefing meeting of Fairfax MG's who attended this year's MG College the results will be reported to the MG College Advisory Board and he would like to recommend that all units have MG College attendees convey suggestions to the committee.

### **Announcements**

Henrico Harvest Fair, September 19th – handouts were available at meeting .There are good speakers and demos scheduled. The event will be held at the Armor House the newest park in Henrico County.

It's time to renew your membership; please remember that unit reps must be VMGA members.

Next VMGA meeting will be held on Oct 10<sup>th</sup>, 2009 - 10:00 am, in Lexington at the VA. Horse Center hosted by Rockbridge Master Gardeners.

Roanoke will have a Food Expo –hi-lighting local food suppliers, AUG 14<sup>th</sup> Kathryn Debnar has tickets available today.

Community Gardening Festival will be held in VA Beach – September 12<sup>th</sup>.

August 29<sup>th</sup> is a busy day with Down and Dirty Symposium at VA Tech and VA Well Owners training in Richmond.

Be sure to check out the web site calendar for more events.

Meeting adjourned at 1:30 p.m.

Respectfully submitted,

Christy Brennan, VMGA Secretary

**VMGA Treasurers Report  
July 2009**

**Balance  
Sheet**

Data As OF: 7/31/2009

Checking Account Balance	\$7,129.54
PDR Education Endowment CD Balance	\$14,027.26
Reserve CD #2 Balance	\$4,752.93
Future Dues CD Balance	\$5,900.42
Fundraising Inventory	\$788.98
	<hr/> <hr/>
<b>Total Assets</b>	<b>\$32,599.13</b>
Unearned Income - Future Dues	\$5,655.01
Coordinator Endowment Funds Payable	\$266.00
Coordinator Endowment Planned Gifts Payable	\$0.00
Restricted Gifts for Scholarships	\$0.00
	<hr/> <hr/>
<b>Total Liabilities</b>	<b>\$5,921.01</b>
Accumulated Earnings	\$22,818.07

Current Year Earnings			\$3,860.05
		<b>Total Net Assets</b>	<u>\$26,678.12</u>
		<b>Total Liabilities and Net Assets</b>	\$32,599.13
Checking Balance as of	5/31/2009		\$9,452.53
	Receipts		\$1,298.00
		Coord Endowment Gifts	\$266.00
		Dues FY 11-20	\$132.00
		FY 10 dues (current FY)	\$672.00
		Education	\$0.00
		Fundraising	\$228.00
		Gift for EEF	\$0.00
	Disbursements		-\$3,675.55
		Comm/Support	\$0.00
		Coord Endowment Cmte	\$0.00
		Coord Endow Gift Transfers	-\$1,078.00
		Education	\$0.00
		EEF Scholarships	-\$500.00
		Elections	\$0.00
		Fund Raising Gifts	-\$1,639.88
		Fund Raising Cmte	-\$202.85
		Marketing	\$0.00
		Membership & Roster	-\$106.04
		Newsletter	-\$135.58
		State Fair	\$0.00
		Officers Expense	
		President	\$0.00
		Vice President	\$0.00
		Secretary	\$0.00
		Treasurer	-\$13.20
	Transfers		\$54.56
		EEF Gift Transfers	\$0.00
		Lifetime Dues Transfers	\$0.00
		Reversal of Old O/S Check	\$54.56
		Fundraising Inventory Transfer	\$0.00
Checking Balance as of	7/31/2009		<u>\$7,129.54</u>

Interest Income on Reserve and EEF CD's  
Interest Income on Future Dues CD

\$101.70  
\$36.02

<b>Committee</b>	<b>Budget</b>	<b>Income</b>
Membership		
FY 10 (Lifetime/Prior Year)	\$4,000.00	\$4,008.00
FY 10(Current FY)	\$1,400.00	\$672.00
Subtotal	\$5,400.00	\$4,680.00
Education	\$3,000.00	\$0.00
Fundraising	\$1,000.00	\$228.00
Gift for EEF		\$0.00
Interest Income		\$137.72
<b>total</b>	<b>\$9,400.00</b>	<b>\$5,045.72</b>

<b>Committee</b>	<b>Budget</b>	<b>Expense</b>	<b>Year-End</b>
Comm/Support	\$275.00	\$0.00	\$275.00
Coord Endowment Cmte	\$100.00	\$0.00	\$100.00
Education	\$3,000.00	\$0.00	\$3,000.00
EEF Scholarships	\$600.00	-\$500.00	\$100.00
Elections	\$125.00	\$0.00	\$125.00
Fund Raising Cmte	\$50.00	-\$202.85	-\$152.85
Fund Raising Gifts to Endow	\$1,000.00	-\$228.00	\$772.00
Marketing	\$300.00	\$0.00	\$300.00
Membership & Roster	\$2,000.00	-\$106.04	\$1,893.96
Newsletter	\$1,200.00	-\$135.58	\$1,064.42
State Fair	\$400.00	\$0.00	\$400.00
Officers Expense			
President	\$125.00	\$0.00	\$125.00
Vice President	\$25.00	\$0.00	\$25.00
Secretary	\$100.00	\$0.00	\$100.00
Treasurer	\$100.00	-\$13.20	\$86.80
<b>total</b>	<b>\$9,400.00</b>	<b>-\$1,185.67</b>	

<b>Fund</b>	<b>Balance to Start Fiscal Year</b>	<b>Funds Received</b>	<b>Transfers</b>	<b>Balance</b>
Coordinator Endowment	\$1,078.00	\$266.00	-\$1,078.00	\$266.00
Fundraising for Coord. Endow.	\$1,411.88	\$228.00	-\$1,639.88	\$0.00

Education Endowment	\$353.00	\$0.00	\$0.00	<u>\$353.00</u>
total				\$619.00