

**Minutes of the Regularly Scheduled Meeting of
The Virginia Master Gardener Association, Inc.
February 09, 2008
Henrico**

DRAFT

Attendance

(Amherst, Campbell, Lynchburg) Debbie Straw, Steven Straw ; (Arlington/Alexandria) Vivian Ballard; (Bedford) Bob Gamache, Patty Gamache; (Brunswick/Mecklenburg/Lunenburg, Nottaway) Glenn Jurczyk, Virginia Myrizk, Nancy Drewry; (Central Rappahannock) Linda Dunn; (Chesapeake) Pinky Derieux; (Chesterfield) Lynn Foote; (Fairfax) George Graine; (Fauquier) Jim Scibek; (Gloucester) Bonnie Bernard, Trudy Vanderhoof; (Goochland, Powhatan) Nancy Golden, Joe Florino; (Green Spring) Joan Richards; (Hanover) Cheri Haggerty, Christy Brennan; (Halifax) Bill McCaleb; (Henrico) Beverly Cochrane, Erica Gilliam, Holly Hartley, Janice Kuhns, Sue Wasserman, Sally Stockslager, Jackie Dean, Shirley Schulze, Alice Preston, Betty Fahed, Lisa Sanderson, Genne Johnston, Mary Vetrovec; (Isle of Wight, Southampton, Surry) Betty Hendrix; (James City County/Williamsburg) Anne Odle; (Louisa) Linda Zemke, Larry Zemke; (Loudoun) Pat Martin, Dawn Meyerriecks; (Newport News) Anita Smith, Valerie Porter; (Norfolk) Don Snipes; (Northern Neck/Northumberland) Ted Munns; (Northern Shenandoah) Fran Gregory, Bud Gregory (Prince George) Mary Vinsh, Cheryl Sebera; (Prince William) Frank Reilly, Janet Scott, Bill Scott; (Roanoke)Ginny Craig; Kathryn Debnar (Rockbridge) Ted Jenks; (Suffolk) Betty Freedman, Regina Kunschman, Nita Holt; (Virginia Beach) Mary Ann Kincaid, Betty Villers, Jim Kincaid, Fran Shelton; (Virginia Tech/VCE) Dawn Lerch; (York) Jackie Lohr.

Call to Order

President Cheri Haggerty called the meeting to order at 10:00 a.m.. She reminded the members present that February 9 is the birthday of the VMGA as recorded at VMGA.net. She then introduced Beverly Cochrane, Hedrick's representative.

Welcome

Beverly welcomed us and introduced Lisa Sanderson, Henrico VCE MG Coordinator. Beverly announced that at the end of the meeting, there would be a tour of Stranges's Garden Center. Lisa gave an overview of Henrico's MG program

Minutes – Cheri Haggerty for Angela Cingale

Several minor corrections were noted. December minutes were approved with the corrections and the final will be posted on the VMGA website.

Treasurer's Report – Ted Jenks

Report accepted as read. The full Treasurer's Report is at the end of minutes. Accepted pending audit.

Standing Committee Reports

Education - Fran Shelton and Pinky Derieux, Co-Chairs

Members: George Graine, Kathryn Debnar, Lenore Plissner, Debbie Hamilton.

The Mt. Vernon September 19 event is still in process. There will be more information at the April meeting.

Newsletter – Cheri Haggerty, Interim Content Editor

Members: Tom Bolt (Electronic Distribution), Dawn Myerriecks (Layout Editor), MaryAnn Kincaid (Mailing information).Cheri reported that the newsletter was accomplished in a timely manner even though we do not have a volunteer in the Content Editor position. The majority of the newsletters were sent via e-mail and 132 were sent via USPS.

Membership - Mary Ann Kincaid, Chair

As of February 7, there are 514 members of the Virginia Master Gardener Association. Of these, 351 are Active members; 5 are Auxiliary members; and 158 are Lifetime members. This is an increase in membership since December of 13. 143 members did not renew.

Communication/Unit Support - Frank Reilly, Chair

Unit Support

Members: Pat Reilly, Karen Sacasky, Pinky Derieux, Bill Scott, Kerry Goldmeyer, Chair, Frank Reilly and whomever else we need.

1. A page has been initiated to track information about Master Gardener Impacts. We feel that is necessary in light of tightening budgets on both the local and state level. This site will be interactive so that your Unit can update your impacts and hopefully, post information.
2. A unit requested clarification of the status of their Unit for tax-exempt purposes. Hill City Master Gardeners had recently applied for 501(c) 3 status, and was able to answer the questions quite specifically. We provided further help regarding the application and tax-exempt operating principles.

Communication Committee

Members: Cheri Haggerty, Shelby Snyder, Kathryn Debnar, George Graine, Jim Kincaid, and Chair Frank Reilly and whomever else we need.

1. Since the December regularly scheduled meeting there have been 13387 visitors to VMGA.net, each visitor viewing an average of 2.45 pages.
2. Since the December regularly scheduled meeting, the web page has been updated on 72 separate occasions.
3. The most popular pages in the last three months have been the front page, Calendar, about VMGA, Membership, Educational Events, News, and resources (the links pages). Remember that we can help you host your site for awhile under certain conditions.

Finance – Bill Scott, Chair

Members: Nancy Golden, Ted Jenks, Jim Kincaid, Brenda Shimchick.

The Committee is working on a schedule with a target date of 4/30/2008 to have a draft of the FY2009 budget. Over the next month, the committee members will be contacting the officers and committee chairs to get their input for the budget. The Committee plans to meet during lunch to review their target dates and assignments.

Special Committees

MG State Coordinator Endowment Committee- Kathryn Debnar, Chair

Members: Pat Reilly, Angela Cingale, Dave Close, Jim Scibek, Bill McCaleb, Linda Zemke, Larry Zemke and Dawn Lerch, Associate Director of Development for CALS.

Kathryn Debnar reported that she has recently taken the chair of this committee from outgoing chair Pat Reilly. They had the first meeting of the newly reformed committee at lunch time during this meeting. The Zemke's volunteered to help develop a marketing piece which they will be able to do after they learn about this committee, its history and VMGA in general.

P. Diane Relf Education Endowment Fund – George Graine, Chair

Members: Jacki Lohr (Northeast), Bud Gregory (Northwest), Don Snipes (Southeast), Leslie Paulson (Northern) and Jean Bainbridge (Central)

George has distributed MG College scholarship information via Dave's Listserv, to all VMGA representatives and all Extension Agents with a Master Gardener program. All units regardless of size are encouraged to contact their agent or MG Coordinators to support this program and submit nominees.

Extension Liaison – Dawn Lerch for Dave Close, MG Coordinator

- Working on the winter issue of **In Season**. It will highlight some of the keynote speakers for our 2008 MG College. I am in the process of updating our mailing records and email records so I will likely be coming to each unit asking for the most current mailing and emailing lists. There has been a serious disconnect in getting it in the hands of volunteers, both in print and electronically. I have abandoned the In Season listserv due to spam problems. I have a new alternative that will hopefully resolve the problem.
- Update on **State Record Keeping System** – met with Dr. McCann, Craig Woods (director of CALS Information Technology division), and Michelle Prysby (my counterpart in the VA Master Naturalist program) on December 18 to discuss the status of the project. The IT division currently does not have sufficient staff to complete the project. We are looking at the possibility of outsourcing the project or at the very least hiring someone for the express purpose of finishing the project. Dr. McCann is looking at the feasibility of hiring someone in light of the current budget crunch. I followed up with Dr. McCann in mid-January and he wants me to meet with some other VCE administrators to see if other areas of Extension would benefit from a volunteer data management system. If so, the more demand for the system would provide greater justification for hiring someone to complete the project.

- **MG College** planning is coming together nicely. The MG College Advisory Team met on February 1 to finish laying out the schedule. To date we have the following speakers confirmed as keynotes: Rick Darke, Colston Burrell, Michael Raupp, Robert McDuffie, and Rick Fell (entomologist at VT). I'm working on finalizing details with Bob Lyons and Holly Scoggins, plus a few more. We also currently have more than 40 concurrent session choices and a nice list of tours. More details to follow in issues of In Season and updates on the MG website.
- I'll be working with a team of VCE administrators (Jim Riddell), VCE specialists (Mike Goatley, Greg Evanylo, Laurie Fox), and VCE agents to develop a **turf nutrient management program template** based on existing programs such as Lawn Knowers, Great Scapes, Smart Lawns, and Turf Love. We are working with the VA Turf Grass Council to promote this program in other parts of the state where there is need and interest. Our team will be meeting in early April to create the template. We will use the template as a basis to offer a Turf Tract at our 2008 MG College. Also, agents will hopefully be given a chance to receive advanced training in turf nutrient management to take the lead in organizing interested VCE MGs and implementing a program where doesn't currently exist.
- **Handbook Revisions** –I think we are still on track for a fall 2008 release of the next edition. Charley just completed editing of the chapters submitted so far. Have a few more chapters to be assigned and reviewed. At least 4 more are currently in the process of being revised.
- **Fine Gardening** – still waiting to receive the first check for the endowment.
- Just a reminder. . . . just because I forward **training opportunities for MGs** don't assume they will be approved locally by your agent. You must get prior approval for any training you intend to count toward continuing education from your extension agent and/or local coordinator. Some units have more strict guidelines on what does and does not count. I send things out if they meet the minimum standards I would expect, but local agents have the discretion to maintain higher standards for what will and will not qualify as continuing education credits.

Unit reports

The question presented to the representatives this month was "What can the VMGA do to increase awareness of the organization to Virginia MGs?" The individual unit reports can be found on the [www.VMGA .net](http://www.VMGA.net).

Unfinished Business

Nominations and Elections Committee – Jim Scibek, Chair

Committee members – William McCaleb, Pat Martin, and Paul Campbell The committee has submitted the following slate of officers:

President: Betty Villers Virginia Beach
 Vice President; Cheryl Sebera Prince George
 Secretary; Christy Brennan Hanover
 Treasurer: Bill Scott Prince William

The ballots will be mailed this week and will include notice of the proposed bylaws amendment regarding electronic voting.

Ad Hoc Committee for VMGA electronic voting - Frank Reilly, Chair

Members: Kathryn Debnar, Nancy Golden, Pat Martin

1. The Committee was created at the December Bimonthly Regularly Scheduled Meeting to see what changes to the By-Laws and Standing Rules would be required in order to enable electronic voting and elections. The discussion of this motion indicated the speed and ease that allowing electronic voting would give; as well as the substantial savings in postage and printing that would be realized.
2. The By-Laws and Standing Rules were critically reviewed by some of the Committee members, and the suggested changes were circulated to all of the Committee members.
3. The Committee has recommended four(4) changes to the By-Laws. The changes we suggest are neutral with respect to enabling voting. The suggested wording changes DO NOT REQUIRE electronic balloting. They generally replace the words mail or mailed with words such as distribute or distributed. This has the two-fold advantage of allowing future balloting and elections to use whatever the latest method of communication may be, while still allowing mail to be used for those who do not have ready access to electronic means of communication.
4. The Committee also noticed that there are two instances where the word "mail" appears in the Standing Rules. While the section actually deals with distribution of the Newsletter, we suggest adopting changes in wording there as well.
5. Changes are suggested to the following sections of the By-Laws:
 - a. Article IV Section 2

- b. Article VII Section 3 c, two instances
 - c. Article VIII
6. Changes are suggested to the Newsletter Section of the Standing Rules.
 7. The actual suggested changes are shown on the VMGA website at www.vmga.net. The link to the page where the changes are discussed and given is clearly evident on the front page of the website.
 8. A notice of the proposal to change the By-Laws and Standing Rules will be included with the mailing of the Election Ballot. The notice will direct the members to look at the website, but will also give instructions for obtaining a paper copy of the changes for those without access to electronic communications. Providing the announcement with the mailed Election Ballot, slated for mailing the week of February 11, 2008 will fulfill the current requirements regarding changes to the By-Laws. This announcement will also be included in the next edition of the Newsletter.
 9. Comments to the proposed changes can be made at the website or by mail to the Committee until 30 days prior to our April Meeting. The Committee can be contacted at:
 - VMGA, Inc. Ad Hoc Committee for Electronic Balloting
 - C/O Frank Reilly
 - 67 Meyer Lane
 - Stafford, VA 22556-3430
 - Webmaster@VMGA.net
 10. The proposed changes to both the By-Laws and Standing Rules will be subjected to a vote at the April Bimonthly Regularly Scheduled Meeting of VMGA, Inc.

Updates:

VGIC (Virginia Green Industry Council) - Cheri Haggerty

The VGIC met January 24 and is following very closely several bills before the General Assembly which directly affect the industry. September 20 is the VA Garden Festival at the Science Museum in Richmond. For details of VGICs activities see their website, www.viriniagreen.org. Jeff Miller, Executive Director of VGIC was selected to be the face of the council for publications.

Beautiful Gardens - Bill McCaleb

Bill reported the Beautiful Plants program is a partnership between VGIC, VT/VCE, VDACS, Norfolk Botanical Gardens, Lynchburg College, J. Sargeant Reynolds Community College and the VMGA. The program is supported by close to 100 Master Gardener Volunteers statewide. They are evaluating new plants and under used old varieties. One of our VMGA members who has donated germplasm to the Beautiful Gardens™ is Bud Gregory from Northern Shenandoah Valley. The director of the program Dr. Rumen Conev has passed along thanks to all the MG volunteers participating in the program.

Search for Excellence - Christy Brennan, Chair

Members: Bud Gregory, Angela Cingale

Christy reported that the Committee is ongoing and this year will be a Transition year for Brag Boards and the Search for Excellence.

New Business –

Discussion of Budget Cuts and their effect on VCE MGs. The president had handouts on proposed budget cuts and what we can do as individuals to make our voice heard to the General Assembly to negate these cuts. Also available was the web link to finding the address of delegates and senators.

Announcements

Next Board Meeting – April 12th in Portsmouth / Unit Rep – Sylvia Heaster
Meeting schedule is posted on the website www.VMGA.net

Meeting adjourned at 1:45 p.m.

Respectfully submitted, Cheri Haggerty for Angela Cingale – VMGA Secretary

**Virginia Master Gardener Association, Inc
Treasurer's Report**

February 9, 2008

Balance Sheet

Data As OF: 1/31/2008

Assets

Checking Account Balance	\$3,651.82
PDR Education Endowment CD Balance	\$8,525.60
Reserve CD #1 Balance	\$4,664.53
Reserve CD #2 Balance	\$4,545.84
Future Dues CD Balance	\$5,527.81
Fundraising Inventory	\$898.18
Total Assets	\$27,813.78

Liabilities

Unearned Income - Future Dues	\$6,067.81
Coordinator Endowment Funds Payable	\$245.00
Coordinator Endowment Planned Gifts Payable	\$519.54
Unearned Income - Education Programs	\$0.00
Total Liabilities	\$6,832.35

Net Assets

Accumulated Earnings	\$18,503.54
Current Year Earnings	\$2,477.89
Total Net Assets	\$20,981.43

Total Liabilities and Net Assets	\$27,813.78
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**Virginia Master Gardener Association, Inc
Treasurer's Report**

February 9, 2008

Checking Balance as of	11/30/2007		\$3,495.05
	Receipts		\$646.51
	Coord Endowment Gifts	\$125.00	
	FY 09-18 dues	\$216.00	
	FY 08 dues (current FY)	\$72.00	
	Education	\$0.00	
	Fundraising	\$233.51	
	Gift for EEF	\$0.00	
	Disbursements		-\$556.23
	Comm/Support	\$0.00	
	Coord Endowment Cmte	\$0.00	
	Coord Endow Gift Transfers	\$0.00	
	Education	\$0.00	
	EEF Scholarships	\$0.00	
	Elections	\$0.00	
	Fund Raising Cmte	\$0.00	
	Fund Raising Gifts to Endow	\$0.00	
	Marketing	-\$75.00	
	Membership & Roster	-\$112.50	
	Newsletter	-\$338.65	
	State Fair	\$0.00	
	Officers Expense		
	President	-\$25.00	
	Vice President	\$0.00	
	Secretary	\$0.00	
	Treasurer	-\$5.08	
	Transfers		\$66.49
	EEF Gift Transfers	\$0.00	
	Lifetime Dues Transfers	\$0.00	
	Reserve CD Transfers	\$0.00	
	Fundraising Inventory Transfer	\$66.49	
Checking Balance as of	1/31/2008		\$3,651.82
	Interest Income on Reserve and EEF CD's	\$131.23	
	Interest Income on Future Dues CD	\$45.60	

**Virginia Master Gardener Association, Inc
Treasurer's Report**

February 9, 2008

Year to Date Income & Expenses to Budget FY 08

Income YTD

Committee	Budget	Income
Membership		
FY 08 (Lifetime/Prior Year)	\$3,300.00	\$3,276.00
FY 08 (Current FY)	\$1,900.00	\$1,788.00
Subtotal	\$5,200.00	\$5,064.00
Gift for EEF		\$63.00
Interest Income		\$520.27
Gifts for EEF Scholarships	\$200.00	\$0.00
Education	\$3,000.00	
Fundraising	\$3,000.00	\$5,982.02
total	\$11,400.00	\$11,629.29

Expenses YTD

Committee	Budget	Expense	Year-End
Comm/Support	\$300.00	\$0.00	\$300.00
Coord Endowment Cmte	\$100.00	-\$54.56	\$45.44
Education	\$3,000.00	\$0.00	\$3,000.00
EEF Scholarships	\$800.00	-\$600.00	\$200.00
Elections	\$475.00	\$0.00	\$475.00
Fund Raising Cmte	\$50.00	\$2.34	\$52.34
Fund Raising Gifts to Endow	\$3,000.00	-\$5,929.80	-\$2,929.80
Marketing	\$200.00	-\$250.00	-\$50.00
Membership & Roster	\$2,000.00	-\$1,015.89	\$984.11
Newsletter	\$1,700.00	-\$959.06	\$740.94
State Fair	\$300.00	-\$287.06	\$12.94
Officers Expense			
President	\$125.00	-\$25.00	\$100.00
Vice President	\$25.00	\$0.00	\$25.00
Secretary	\$35.00	\$0.00	\$35.00
Treasurer	\$35.00	-\$32.37	\$2.63
total	\$12,145.00	-\$9,151.40	

Year to Date Endowment & Restricted Funds Transactions FY08

Fund	Balance to Start Fiscal Year	Funds Received	Transfers	Balance
Coordinator Endowment	\$595.11	\$501.00	-\$851.11	\$245.00
Lifetime Dues FY 09-18	\$216.00	\$1,440.00	-\$1,116.00	\$540.00
Education Endowment	\$90.00	\$63.00	-\$153.00	\$0.00
Planned Gifts to Coord Endow	\$1,066.80	\$5,929.80	-\$6,477.06	\$519.54
Reserve Funds CD's			-\$2,000.00	

total

\$1,304.54