

VMGA Minutes August 2001 – Annual Meeting June 2002

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**Minutes of The August Regularly Scheduled Meeting of  
The Virginia Master Gardener Association, Inc.**

**August 11, 2001**

**Prince William, VA**

**Attendance**

(Arlington) Marti Klein, Alice Nicolson; (Blacksburg - VA Tech, SMGC) Sarah Lineberger; (Chesapeake) Kerry Goldmeyer; (Fauquier) Jim Scibek; (Gloucester) Florace Arnold; (Halifax) W.H. McCaleb; (Hanover) Cheri Haggerty, Evelyn Parker; (Newport News) Gary Bill; (Page) Bud Gregory, Fran Gregory; (Prince George) Cheryl Elmore; (Prince William) Ron M. Cloer, Julie Cochran, Sharon Corbin, Susan De Bolt, Gregory Evans, Debbie Hamilton, Karen Pitton, Frank Reilly, Pat Reilly, Mary Seikel, Jane Wyman; (Roanoke) Jerry Crumb; (Rockbridge) Caroline Norrington, Chuck Norrington; (York) Sybil Przypek.

**Call to Order**

President Pat Reilly called the meeting to order at 0958. She thanked everyone for attending the meeting.

**Introductions**

Pat introduced Susan DeBolt, Environmental Hort Agent for Prince William County, who gave an overview of their programs. Others present introduced themselves.

**Minutes**

The minutes of the June meeting were approved as submitted.

## **Treasurer's Report**

Treasurer Sybil Przypek reported a total balance of \$17,598.57. The Treasurer's report was accepted as presented.

## **President's Report**

Pat Reilly announced that the Education Endowment Exploration Committee consists of Bud Gregory, Chuck Walters, and Susan Wingfield. They are requested to present, at the October meeting, a draft of the guidelines as to how, within any particular year and given the guidance of the board, what projects they would like to make available to the membership and how that individual can get that money.

Nomination and Election Committee – Karen Sacasky has volunteered to head up the committee. Need volunteers. Gary Bill and Bud Gregory volunteered.

## **COMMITTEE REPORTS**

### **Education**

Pat Reilly reported for Ann Gorrell- Ann to get volunteers together. Pat challenged them to come up with two huge programs, one in November and one in February. Pat would like to see Plant Problems for November.

Discussion: Alice Nicolson – Fauquier program not advanced training. It is continuing education (refresher, in-service, etc.). Tree Steward is advanced training. 8 hours of continuing education per year is required. Programs should be called continuing education.

Discussion: From Ann – Hort Therapy planned in Fredericksburg with Diane Relf. Does the VMGA want to partner. Entails taking their information and making it available to our membership. i.e. use our mailing list. Conclusions- Mailing labels to show from VMGA. VMGA will be allowed to recruit at the event.

### **Newsletter**

Maria Papadakis is extremely ill. It is serious but not terminal. It takes about 40 hours to put together an 8-10 page newsletter. If she could have a news editor to take care of news across the state, she feels the rest will fall in line. Or she could only do the newsletter quarterly. The news editor would have to be in contact with regional reporters and would have to receive reports and get them to Maria within a certain time frame. Would also have to serve as back-up for regional reporter. It was decided not to go quarterly and to seek out a news editor.

### **Membership**

Gary Bill does not have a count at this time. Will have Sharon Corbin send out renewals.

## **Communications**

Members: Julie Cochran, Cheri Haggerty, Alice Nicholson, Janis Stone, and Chair Frank Reilly.

Frank reported:

- 1.) Since the June Regularly Scheduled Meeting there have been 4694 visitors to VMGA.net.
- 2.) The web page has been updated on 12 separate occasions.
- 3.) The Hort Updates provided by Chuck Hoysa, Fauquier County Agent have resumed, and are currently up to date – thanks to Julie Cochran and her high-speed access.
- 4.) The Hort Update is a very popular page. The August 1, Hort Update has been visited 1131 times since it was posted. Some folks are visiting the Hort Update directly, bypassing the front page.
- 5.) Alice Nicholson is currently accepting changes to the calendar. If you find submitting calendar updates to Alice too slow or cumbersome for your event, you are always free to place announcements on the VMGA.net forum page. You can find a link to that on the front page.
- 6.) Cheri Haggerty maintains the links page. If you have any interesting gardening links to add, send them to her. She'll vet them, and edit the page accordingly.
- 7.) Janis Stone has had a critical look at our web site, and made some suggestions. One thing she noticed was that our page doesn't view well using the Netscape browser. Apparently most of the buttons and marques that we have been using do not show up in Netscape. If you see something that looks wrong, have trouble reading a page, or find something missing on the web site, please send an email to [webmaster@vmga.net](mailto:webmaster@vmga.net) so that we can look into the problem. We have been editing those errors for Netscape users. You may notice that we are removing most buttons and replacing them with hyperlinks.
- 8.) Membership Applications will be available on-line by the end of next week.

## **Unit Support**

There has been no activity to report since the last regularly scheduled meeting.

## **State Fair**

Evelyn Parker – All dates are taken: September 27<sup>th</sup>- Norfolk; 28<sup>th</sup> – Central Rappahannock; 29<sup>th</sup> – Goochland; 30<sup>th</sup> – Suffolk; October 1<sup>st</sup> – Northern Neck; 2<sup>nd</sup> – Loudon; 3<sup>rd</sup> – Prince William; 4<sup>th</sup> – Henrico; 5<sup>th</sup> – Hanover; 6<sup>th</sup> – Chesterfield; 7<sup>th</sup> – Hanover.

## **Extension Liaison Report**

Sarah Lineberger – newsletter out this week.

- 1.) New publication from the Office of Environmental Hort called Human Horticulture and Your Health. 5 of them. Online and can be ordered.
- 2.) State record keeping system is nearing completion.
- 3.) Coordinator's manual will be revised this fall.
- 4.) MG College - Question on name tags – They are available to order and are for volunteers who have continuing responsibilities. They are offered through the Extension Office. They are not replacing the old blue tags. Use tags in plastic holders instead for the interim.
- 5.) MG College – about 160 people. Lots of feedback. Recognized Evelyn Parker for 4000 hours.

### **Unfinished Business**

There was no unfinished business.

### **New business**

- 1.) Budget – proposed budget was reviewed, discussed, and approved as amended.
- 2.) Discussion on possibly changing terms of election schedule of officers. (a) Officers can succeed themselves. (b) Alternate year elections. (c) Vice president change to President Elect. Discuss with local groups and continue discussion under Unfinished Business next meeting.
- 3.) Gary Bill – proposed plastic membership cards with renewal stickers.

### **Announcements**

The next board meeting is in Virginia Beach, October 13, 2001, at 1000.

The official meeting was adjourned at 1335.

Respectfully submitted,

A

Jim Scibek

Secretary

VMGA, Inc.

**Minutes of The October Regularly Scheduled Meeting of**

# **The Virginia Master Gardener Association, Inc.**

**October 13, 2001**

**Rustburg, VA**

## **Attendance**

(Central Rappahannock) Ann Gorrell; (Charlotte) Anne Anderson; (Chesapeake) Kerry Goldmeyer; (Fauquier) Frank Reilly, Pat Reilly, Jim Scibek; (Gloucester) George Simpson, Mary Simpson; (Halifax) W.H. McCaleb, Brenda McDannald; (Hanover) Cheri Haggerty; (Lynchburg) Jerome Cooper, Betty Drinkard, Alice Ritchy-Lleir, Karen Sacasky, Susan Wingfield; (Montgomery) Susan McCrea; (Newport News) Gary Bill; (Northern Neck) Jinny Estell, Barbara Shultz; (Prince George) Cheryl Elmore; (Roanoke) Jerry Crumb, Shelby Snider; (Suffolk) Pauline Price; (Virginia Beach) Jessica O'Connor; (York) Sybil Przypek; (Roanoke ) Lynn Snider.

## **Call to Order**

President Pat Reilly called the meeting to order at 1002.

## **Introductions**

Pat asked Karen Sacasky of the hosting unit to tell about themselves. Karen welcomed everyone to Campbell County, introduced members attending, and gave an overview of some of their programs. Others present introduced themselves after the minutes were approved.

## **Minutes**

The minutes of the August meeting were approved as corrected.

## **Treasurer's Report**

Treasurer Sybil Przypek reported a total balance of \$18,040.66. The Treasurer's report was accepted as presented. Sybil also passed out copies of the corrected budget.

## **President's Report**

Pat Reilly announced the president has a seat on Sarah Lineberger's MG College advisory team. Other members of the team are Susie McCrea, Chuck Walters, Jim Scibek, Idanna Aaron, Alexandria Haselman, Sarah Lineberger, and agent Peter Warren and Dawn Alleman. Dates for the 2002 Master Gardener College are Thursday, June 20<sup>th</sup>, through Sunday, June 24<sup>th</sup>. In 2003 the International MG Conference will be in Cincinnati, OH, and Covington, KY, and is being held the third weekend in June (19<sup>th</sup> to 23<sup>rd</sup>). So that VA MG's can attend this conference, we are looking at alternate dates for MG College

To increase agent involvement in MG College, it was suggested that we overlap with an agent in service meeting. Looks like we might be able to do this in 2003.

Evaluation comments from this year's MG College indicated most people wanted to eliminate the day long stuff. Suggested an overview of programs and then you choose what you would like to get more info on.

To improve attendance, VMGA to produce a CD promoting MG College and have it available at the December VMGA board meeting.

Another suggestion was to have units from around the state provide the breaks and give the units surrounding Blacksburg a break. Registration fees would pay for the breaks.

VMGA will handle Brag Night. Prince William has volunteered to do the goody bag again for next year.

Dec. 6<sup>th</sup> or 7<sup>th</sup> will be our next meeting with Drs. Barrett and Umberger.

Pat has a copy of the 2003 International MG Conference video she will show at the Dec. meeting; and it will be available if any unit wants to borrow it.

## **COMMITTEE REPORTS**

### **Education**

Ann Gorrell announced our next training event "Damage Control" – how to deal with problems in the landscape. It will be held at the Albemarle County Office Building in Charlottesville on Saturday, November 17<sup>th</sup> from 0930 to 1530.

Guy Mussey will talk about step-by-step procedure for systematic trouble shooting. Also, someone will talk about misdiagnosed plant diseases, insect pests,, and animals that damage the landscape.

Another session is being planned for March on backyard habitats.

### **Newsletter**

Maria Papadakis is still very sick. Still need someone to help Maria. Since no one has volunteered, Pat has proposed that we go to four times a year. In place of the other two issues, Pat suggested issuing a "Report of VMGA" similar to the one she sent out last month.

### **Membership**

Gary Bill has resigned. Julie Cochran has volunteered to take over the committee.

### **Communications**

Members: Julie Cochran, Cheri Haggerty, Alice Nicolson, Janis Stone, Shelby Snyder, and Chair Frank Reilly.

Frank reported:

- 1.) Since the June Regularly Scheduled Meeting there have been 9682 visitors to VMGA.net.
- 2.) Since the August Regularly Scheduled Meeting, the web page has been updated on 22 separate occasions.
- 3.) The Hort Updates provided by Chuck Hoysa, Fauquier County Agent have resumed, and are currently up to date – thanks to Julie Cochran and her high-speed access.
- 4.) The Hort Update is a very popular page. The August 1, Hort Update has been visited 930 times since it was posted, the August 15<sup>th</sup> update has been visited 571 times, and the September 15<sup>th</sup> update has been visited 571 times.
- 5.) Alice Nicholson is currently accepting changes to the calendar. This is also a very popular page, having been visited 471 times since the August Regularly Scheduled Meeting. However, we have not been receiving very many calendar updates. I know your units have activities, and this is advertising that is free for the asking. The more dates we have, the more people will visit the page, and perhaps your events. If you find submitting calendar updates to Alice too slow or cumbersome for your event, you are always free to place announcements on the VMGA.net forum page. You can find a link to that on the front page.
- 6.) Cheri Haggerty maintains the links page. If you have any interesting gardening links to add, send them to her. She'll vet them, and edit the page accordingly. Currently we are reciprocally linked with MasterGardener.com. Visit the links page for information, and check out their site. It has dates and contact information on MGs from around the nation, and even a few international links.
- 7.) Membership applications are available on-line at the Membership page.
- 8.) Shelby Snyder has graciously volunteered to start a MG On-Line Photo album. Please send her scanned pictures via email, or even hard copies of pictures. She will scan them and get them back to you. We would love to see what MGs are doing around the state. Or if you have MGCollege pictures, we'd love to mount them as well.
- 9.) The Communications Committee is also preparing a CD Presentation of MG College. We plan to distribute this CD to each unit for advertising MG College, and so that folks can see what goes on there. If you have any MG College pictures please get them to Julie Cochran this month so we can include some of them in the presentation. You can contact Julie through the web page.

### **Unit Support**

Consists of Kerry Goldmeyer and Frank Reilly.

There has been no activity to report since the last regularly scheduled meeting. Many of the Units have not been keeping their Unit Representatives information current. Please convey your current

Representative contact information to Jim Scibek. We plan to make this information available through the web site.

### **State Fair**

Cheri Haggerty reported a good turnout. Very few no shows. A lot of visitors to the MG booth.

### **Education Endowment Fund Exploration**

Susan Wingfield passed out a draft for the VMGA Educational Endowment Fund (EEF). It was moved and accepted, with amendments, as a starting point. Pat challenged the committee to come up with a form by our December meeting.

### **Extension Liaison Report**

Since Sarah could not be present, Pat Reilly reported.

- 1.) Fall newsletter should be out about October 20<sup>th</sup>.
- 2.) Since programming for various programs is the same, instead of teaching it with each module it will be separated out. You can take the programming one time and then the module specific training.
- 3.) A copy of the VCE MG volunteers report for 2000-2001 was passed out showing the unit, number of MG's, total number of volunteer hours and a list of 2 or 3 educational programs conducted by VCE-MG's.

### **Unfinished Business**

Change in elections – staggered years for officers.

Karen Sacasky, Kerry Goldmeyer, and Frank Reilly agreed to be on a committee to look into term options.

Anyone else interested in serving on the committee please let an officer know. Pat asked for the committee to have suggestions ready for the June Board meeting.

Anyone having a suggestion for the nominating committee for candidates for office, please get in touch with Gary Bill, Karen Sacasky, Caroline Norrington, or Bud Gregory.

### **New business**



Standardized test for MG's? Different units have different exams. VMGA will suggest to Sarah that there be some state minimum developed, at least for the final exam. Or a bank of questions that could be utilized.

## **Announcements**

The next board meeting is Saturday, 8 December, 2001, in Hanover.

The official meeting was adjourned at 1326.

Respectfully submitted,

A

Jim Scibek

Secretary

VMGA, Inc.

## **Minutes of The December Regularly Scheduled Meeting of**

**The Virginia Master Gardener Association, Inc.**

**December 8, 2001**

**Ashland, VA**

## **Attendance**

(Arlington) Marti Klein, Alice Nicolson; (Chesapeake) Kerry Goldmeyer; (Fairfax) Charlie Hood; (Fauquier) Frank Reilly, Pat Reilly, Jim Scibek; (Gloucester) George Simpson, Mary Simpson; (Hanover) Pamela Armstrong, Judy Durant, George R. Golding, Mary K. Golding, Cheri Haggerty, Roddy Jones, Evelyn Parker; (James City County) Ailene Bartlett; (Lynchburg, Amherst, Campbell) Catherine Powers, Karen Sacasky, Susan Wingfield; (Prince George) Cheryl Elmore; (Prince William) Julie Cochran, Scott Cochran; (Rockbridge) Caroline Norrington, Chuck Norrington; (Shenandoah) Chuck Walters, Sally Walters; (Suffolk) Pauline Price; (Virginia Beach) Paul Campbell, Jessica O'Connor; (Virginia Tech) Sarah Lineberger; (York) Sybil Przypek.

## **Call to Order**

President Pat Reilly called the meeting to order at 1000.

## **Introductions**

Pat thanked the Hanover unit for a stupendous job on decorations, all of the fruit, the gifts, and lunch prepared from recipes in their cookbook. She introduced Hanover Master Gardeners Cheri Haggerty, Evelyn Parker, Pamela Armstrong, and Bill Bonwell. Bill is the president of the Hanover MG's and told us about their projects at the new county park and Bayscapes Arboretum. Then others present introduced themselves.

## **Minutes**

The minutes of the October meeting were approved as corrected.

## **Treasurer's Report**

Treasurer Sybil Przypek reported a total balance of \$18,900.93. The Treasurer's report was accepted as presented. The newsletter expenses will be split out from the president's expenses.

Some money has come in for the endowment fund and is currently in the checking account. A motion to set up the actual endowment account was tabled until more information is available.

## **President's Report**

Pat Reilly announced that the meeting with Dr's Barrett and Umberger was postponed .

Pat also announced that the value of volunteer hours, per the Virginia office of Volunteerism, is \$18.93 per hour.

Pat presented new stars to Peter Warren, Guy Mussey, Charlie Godman, Chuck Hoysa, and Frank Sweet. All are agents who helped with the November training. Stars were also presented to Lenore Plissner, Debbie Hamilton, Roddy Jones, and Scott Cochran.

## **COMMITTEE REPORTS**

### **Education**

Ann Gorrell was not present. Pat reported that the November 17<sup>th</sup> training in Charlottesville was a big success.

March 16, 2002 is the tentative date for the next education program.

### **Newsletter**

Pat announced that we have lost another newsletter editor and that she will assume that responsibility.

### **Membership**

Julie Cochran is the new Membership chairperson. The other members of the committee are: Sallie LaCava, Sharon Corbin, Deb Watson, Debbie Williams, Mary Seikel, and Louise Livinghouse. They are currently working on the new directory and it should be available about the 1<sup>st</sup> of the year.

As of November 30<sup>th</sup> the VMGA has 335 members, 50 of which are life members. About 35 members have renewed twice and are now known as "Renew for 2".

New membership cards have been sent out. They are laminated and future renewals will be with stickers to attach to the cards.

A copy of the membership form is available on line.

A proto type of a recruiting brochure is also being worked on.

### **Communication Committee**

Members: Julie Cochran, Cheri Haggerty, Alice Nicolson, Janis Stone, Shelby Snyder and Chair - Frank Reilly.

- 1.) Since the October Regularly Scheduled Meeting there have been 7162 visitors to VMGA.net.
- 2.) Since the October regularly Scheduled Meeting, the web page has been updated on 17 separate occasions.
- 3.) The Hort Updates provided by Chuck Hoysa, Fauquier County Agent have ended for the season, but archives of both last year and this year are available – thanks to Julie Cochran and her high-speed access for keeping this page up to date throughout the season.
- 4.) The most popular pages in the last three months have been Meeting Schedule, Current Minutes, and Membership.
- 5.) Alice Nicolson is currently accepting changes to the calendar. The popularity of this page is dropping off. I think this is mainly because there haven't been any additions since the last meeting. I know your Units have activities, and this is advertising that is free for the asking. The more dates we have, the more people will visit the page, and perhaps your events. If you find submitting calendar updates to Alice too slow or cumbersome for your event, you are always free to place announcements on the VMGA.net forum page. You can find a link to that on the front page.
- 6.) Cheri Haggerty maintains the links page. If you have any interesting gardening links to add, send them to her. She'll get them, and edit the page accordingly
- 7.) Membership Applications are available on-line at the Membership page.
- 8.) Shelby Snyder has graciously volunteered to start a MG On-Line Photo album. Please send her scanned pictures via email, or even hard copies of pictures. She will scan them and get them

back to you. We would love to see what MGs are doing around the state. Or if you have MG College pictures, we'd love to mount them as well.

9.) The Communications Committee is also preparing a CD Presentation of MG College. Right now we have a problem with the production of the CD. Apparently the CD won't play as recorded except in newer machines. We think that most units will show the CD using the "In Focus-type" projector, and therefore have a newer laptop computer. Does anyone have an idea of what the technical problem is? Do all of your units have access to a newer computer?

10.) Virginia Beach MGs have availed themselves of our incubator offer. They have mounted the beginnings of their web site on the VMGA site. Jill Slippy is the web author, and has done a good job. There is a lot of content there – perhaps too much. Some of the materials there includes descriptions of gardens that MGs run in the Virginia Beach area. Since this material is about Extension projects and is not likely to change with time, I wonder if that material is better hosted by VCE on their local page?

11.) Shelby Snyder approached the committee about a Hort Therapy web page. Although we have the space to host that page, we wonder what of that material might be better served on the VCE Pages. If we do host the pages, we need a volunteer to compose their page. This small committee is slightly overwhelmed by the work we already have.

### **Unit Support**

Consists of Kerry Goldmeyer and Frank Reilly and whomever else we need. In this case we needed Pat Reilly

Since the last meeting the Unit Support committee has had three activities to report:

- 1.) Pat Reilly Met with the Fairfax MGs to give instruction on the MG Hours reporting system.
- 2.) We provided information about incorporation and examples of By-Laws to the Central Rappahannock Master Gardeners. Apparently they have been unable to find any of those documents for their organization.
- 3.) We added the most recent list of Unit Representatives to the web site. Please check that information and let us know when any of it changes.

### **State Fair**

VMGA's State Fair Chairperson Evelyn Parker sends her congratulations to all of the VCE-MG's for a job well done at the Virginia State Fair. Evelyn says, "The 2001 State Fair was a huge success and many thanks for your help at the booth, answering questions from the public. Together with the MG's knowledge and willingness to volunteer their time, the help of our Extension Agents, and the assistance of VPI & SU, we were able to educate the public."

Evelyn reports that 105 Master Gardeners from all areas of the state worked at the booth, drawing the public in with the "Pea Brain Game." Thanks to Ukrops food stores for donating all the produce that was

used. Thousands of people stopped to guess the unusual fruits and vegetables and went away with new knowledge of VCE and Master Gardener volunteers.

The Master Gardener volunteers contributed a total of 495.5 hours over the ten days of the Fair. At the rate of \$18.93 per hour the service that VCE-MGs provided carries a value of \$9379.82. The value to VCE for raised public awareness is priceless.

### **Education Endowment Fund**

The EEF committee consists of Chuck Walters, Susan Wingfield, and Bud Gregory.

They are currently working on an application form.

Pat Reilly will send a letter to Extension Agents and Coordinators explaining what the endowment is and how to apply for it.

### **Nominations and Elections**

Karen Sacasky reported that the committee is made up of Caroline Norrington, Bud Gregory, Gary Bill, and herself.

Part of the Unit Rep's responsibility is to make recommendations of candidates to the committee.

Time line is:

January through February – discuss possible candidates

March 1<sup>st</sup> – have candidates selected

March 10<sup>th</sup> – announce slate, via email, to Board of Directors

March 10<sup>th</sup> to April 10<sup>th</sup> – get profiles on each candidate and prepare ballot

April 10<sup>th</sup> – mail, via 1<sup>st</sup> class, ballots to membership to be returned no later than May 10<sup>th</sup>.

May 15<sup>th</sup> to 20<sup>th</sup> – count ballots

May 20<sup>th</sup> – announce results to Executive Committee.

May 20<sup>th</sup> – advise newly elected officers of results

June 20<sup>th</sup> to 23<sup>rd</sup> – announce results of election

Committee on Officer's Elections

Committee consists of Karen Sacasky, Kerry Goldmeyer, and Frank Reilly. After the 1<sup>st</sup> of the year the committee will look at ideas such as staggering elections, etc. If anyone has any suggestions, pass them on to the committee. The committee will have recommendations for the June Board meeting.

### **Extension Liaison Report**

Sarah Lineberger reported the following:

- 1.) There is a new brochure out on Virginia Cooperative Extension Educational Programs for people living in urban and suburban areas.
- 2.) There are about 5000 copies of 4-H publications called "Bottle Basics" containing information on making compost that are no longer used. These are available to anyone interested.
- 3.) The Horticultural web site has room to add program information.
- 4.) Master Gardener College will be June 20<sup>th</sup> thru 23<sup>rd</sup>. Registration is still \$100.00 with daily rates the same as last year and discounts apply. Registration information should be available in March. Housing for a single will be \$50.00 per night and includes meals, a double will be \$40.00 per night including meals.
- 5.) Sarah has information on the North Carolina Cooperative Extension program "Trees of Strength". The program intends to plant a tree for everyone from North Carolina who died in the terrorist attacks on September 11<sup>th</sup>. She will look into the details for partnering in this program.
- 6.) Service Award cutoff is May 1<sup>st</sup>.
- 7.) Mailing addresses for the newsletter are taken from the state record keeping system. Make sure this is kept up to date in order to receive the newsletter.

### **Unit Reports**

Units present presented brief reports on what their individual units are doing. Pat will include this in the next VMGA newsletter. Units will be asked to give another report at our meeting in February. If you can't be present then please email the information to Pat.

### **Unfinished Business**

Test questions – Sarah said there is a question bank – anyone who has test questions that they would like to see included should send them her.

### **New business**

There was no new business.

### **Announcements**

The next board meeting is Saturday, 9 February 2002 in Stafford County.

The official meeting was adjourned at 1339.

Respectfully submitted,

Jim Scibek

Secretary

VMGA, Inc.

## **Minutes of The February Regularly Scheduled Meeting of**

### **The Virginia Master Gardener Association, Inc.**

**February 9, 2002**

**Stafford, VA**

#### **Attendance**

(Arlington) Marti Klein, Alice Nicolson; (Chesapeake) Charles Lastinger; (Fairfax) Charles Hood, George Graine; (Fauquier) Frank Reilly, Pat Reilly, Jim Scibek; (Gloucester) Florace Arnold, George Simpson, Mary Simpson; (Hanover) Cheri Haggerty, Evelyn Parker; (James City County) Ailene Bartlett; (Lynchburg, Amherst, Campbell) Catherine Powers, Karen Sacasky; (Lancaster, Northumberland) Sue Adriance, Angela Cohn; (Prince George) Cheryl Sebera (Elmore); (Prince William) Julie Cochran, Scott Cochran; (Roanoke) Jerry Crum, Shelby Snider, Liz Wicks; (Stafford, Rappahannock, Spotsylvania, King George, Fredericksburg) Ann Gorrell, Mike Holmes, Lin Leong; (Virginia Beach) Paul Campbell; (Virginia Tech) Sarah Lineberger; (York) Sybil Przypek.

#### **Call to Order**

President Pat Reilly called the meeting to order at 0958.

#### **Introductions**

Pat introduced Guy Mussey, the agent for Stafford, Fredericksburg, King George, Caroline, and Spotsylvania, and Lin Leong, the president of the MGACRA. Lin welcomed the VMGA, explained what was in the information packet provided, and introduced the other MGACRA members that were helping with the meeting.

Others present then introduced themselves.

#### **Minutes**

The minutes of the December meeting were approved as corrected.

#### **Treasurer's Report**

Treasurer Sybil Przypek reported a total balance of \$19,092.47. The endowment fund has been set up. Diane Relf's donation is to be changed to the endowment fund. A motion was approved to move \$1000.00 from the checking account into the endowment fund. The Treasurer's report was accepted as presented.

#### **President's Report**



Pat Reilly presented stars to Debbie Williams for work on the membership directory and to Walter Przypek for photographs that were taken at Master Gardener College and used on the Master Gardener College CD.

Thanks to Sarah Lineberger, Pat Reilly got a communication from Bonnie Appelton. Dr. Appelton is at AREC at VA Beach and is an author of some renown. She has a new book "The New York, Midatlantic Gardener's Book of Lists". She will be at MG College this June and has proposed a book signing to go along with when she speaks. She would like to set it up so that proceeds from her book sales at MG College would go to the VMGA. Pat suggested that it go into the principle of the endowment fund so it can keep on giving.

The CD on MG College has been sent out to agents and coordinators along with a letter from Pat and information on the endowment fund.

## **COMMITTEE REPORTS**

### **Education**

Ann Gorrell reported that the next event "Gardening with Nature" will be held March 16, 2002 at Sandy's Plants in Mechanicsville (near Richmond). Sandy will do an afternoon session on perennials. Mary Casebolt from Spotsylvania, a National Wildlife Federation Backyard Steward, a wildlife mapper with the VA Game and Inland Fisheries, and soon to have the title of "Naturalist", will have the morning presentation on "Gardening with Wildlife".

Flyers will be out shortly and it will be up on the web.

### **Newsletter**

Pat announced that the newsletter will include an announcement on "Gardening with Nature" and will go out today or Monday.

Florace Arnold volunteered to be the new editor.

### **Membership**

Julie Cochran announced that the membership booklet was mailed out. An insert with additions will be included with the newsletter.

Membership forms are available on the web site.

Membership, as of 1 February 2002, stands at 350 members, 51 of which are life members.

### **Unit Support**

Consists of Kerry Goldmeyer and Frank Reilly.

There has been no activity to report since the last regularly scheduled meeting.

Many of the Units have not been keeping their Unit Representative information current. Please convey your current Representative contact information to Jim Scibek. We plan to make this information available through the web site.

### **Communication Committee**

Members: Julie Cochran, Cheri Haggerty, Alice Nicolson, Shelby Snyder and Chair Frank Reilly.

- 1.) Since the December Regularly Scheduled Meeting there have been 9039 visitors to VMGA.net.
- 2.) Since the December regularly Scheduled Meeting, the web page has been updated on 39 separate occasions.
- 3.) The most visited page since December (other than the front page vmga.net) has been the forum page (1978 visitors), which inexplicably seems to be broken at the current time. We will dump the current contents at the end of next week to rebuild that page. Virginia Beach's page within VMGA.net was very popular (1460) until it was removed – they now have their own service provider. Some other interesting patterns include 466 visits to our history page, 458 visitors to the member's pages and 403 visits to the public pages. 226 visitors visited the current minutes page, More people read the by-laws (145) than the minutes from October (47 visitors).
- 4.) We have been listed in several major search engines, and that is paying off. We have received 29 referrals from Google.com, 26 from Microsoft Network (MSN.com), 23 from Ask.com, and I can't really explain this one but 21 referrals from Petersburg.com. Why is this important? One of these folks who visited us was a reporter from the Washington Post, who later called me to ask some questions.
- 5.) Alice Nicolson is currently accepting changes to the calendar. This is also a very popular page, having been visited 233 times since the December Regularly Scheduled Meeting. However, we have not been receiving very many calendar updates. I know your Units have activities, and this is advertising that is free for the asking. The more dates we have, the more people will visit the page, and perhaps your events. If you find submitting calendar updates to Alice too slow or cumbersome for your event, you are always free to place announcements on the VMGA.net forum page. You can find a link to that on the front page.
- 6.) Cheri Haggerty maintains the links page. If you have any interesting gardening links to add, send them to her. She'll vet them, and edit the page accordingly. Currently we are reciprocally linked with MasterGardener.com. Visit the links page for information, and check out their site. It has dates, and contact information on MGs from around the nation, and even a few international links.
- 7.) Shelby Snyder has started a MG On-Line Photo album. Please send her scanned pictures via email, or even hard copies of pictures. She will scan them and get them back to you. We would love to see what MGs are doing around the state.

- 8.) Membership Applications are available on-line at the Membership page. This is the time to print some out and distribute them to your new classes. Julie promises to have a change of information form on the membership page as soon as the dust settles from her other big projects.
- 9.) The Communications Committee has also prepared a CD Presentation of MG College. They are here for you today. Those units that failed to send a unit representative today will get theirs through the mail. This was a large project with many photos from Walter Przypek and a very few others, but the lion's share of the work and the creativity were contributed by Julie Cochran and her own master irritator Scott. We will show the CD later today.

### **State Fair**

Evelyn Parker announced that this year's State Fair will be from 26 September thru 6 October, 2002 and from 10:00 o'clock in the morning till 8:00 o'clock at night. She has a sign up book and the deadline for sign up is the middle of August.

### **Education Endowment Fund**

Pat Reilly reported that a package went out to all agents and coordinators regarding the nomination of up to two MG volunteers for scholarship to MG College. The first of March 2002 is the deadline for submission.

### **Nominations and Elections**

Karen Sacasky reported that the next deadline is 10 March 2002 at which time they will advise the Board of Directors of the slate of candidates.

### **Committee on Officer's Elections**

Karen Sacasky reported that the committee will have recommendations on officer elections by the April meeting.

### **Extension Liaison Report**

Sarah Lineberger reported the following:

- 1.) The state record keeping system will be complete by June.
- 2.) She talked to Dr. Umberger about the "Trees of Strength" program (put together by NC State) and it was determined that there was not enough interest to do as a state program but it could be done on a local level.
- 3.) MG college – All speakers have been confirmed. Information will be going out in March in the Leadership Newsletter. Forms will be available from agents and coordinators on April 1<sup>st</sup>.

- 4.) Master Gardener College will be June 20<sup>th</sup> thru 23<sup>rd</sup>. Registration is \$100.00 or \$40.00 per day. Service discounts apply. May 1<sup>st</sup> is the deadline for service awards. Master Gardener college registration deadline is May 31<sup>st</sup>.
- 5.) The Southeast Master Gardener Conference in Raleigh is May 20<sup>th</sup> to the 22<sup>nd</sup> and hosted by NC State. Cost is \$120.00.

### **Unit Reports**

Units present presented brief reports on what their individual units are doing.

### **Unfinished Business**

There was no unfinished business.

### **New business**

There was a discussion on staffing clinics based on a question by Alice Nicolson. Most units partner an intern with an experienced Master Gardener.

Lin Leong started a discussion on officer pins. Is this something we want to pursue?

### **Announcements**

The next board meeting is Saturday 13 April 2002 in Gloucester.

The official meeting was adjourned at 1330.

Respectfully submitted,

A

Jim Scibek

Secretary

VMGA, Inc.

## **Minutes of The April Regularly Scheduled Meeting of**

### **The Virginia Master Gardener Association, Inc.**

**April 13, 2002**

**Gloucester, VA**

#### **Attendance**

(Chesapeake) Kerry Goldmeyer, Jane Montgomery; (Culpeper) Ed Tyner, Mrs. Tyner; (Fairfax) George Graine. Charles Hood; (Fauquier) Frank Reilly, Pat Reilly, Jim Scibek; (Gloucester) Florace Arnold, Betty Durrett, Judy D?, Joann Gallagher, Janet L?, Marie M?, Mary Newhouse, Noel Priseler, George Simpson, Mary Simpson; (Halifax) W. McCaleb, Shirley McCaleb; (Hanover) Pamela Armstrong, Cheri Haggerty; (Lynchburg, Amherst, Campbell) Catherine Powers, Karen Sacasky; (Newport News) Gary Bill; (N. Shenandoah Valley) Chuck Walters, Sally Walters; (Roanoke) Jerry Crum, Tina C. Greene, Shelby Snider; (Rockbridge) Caroline Norrington, Chuck Norrington; (Stafford, Rappahannock, Spotsylvania, King George, Fredericksburg) Ann Gorrell; (Suffolk) Betty Freedman, Kathy Pruden; (Virginia Beach) Paul Campbell; (Virginia Tech) Sarah Lineberger; Jane Price.

#### **Call to Order**

President Pat Reilly called the meeting to order at 1000.

#### **Introductions**

Noel Priseler of the Gloucester host group gave a power point presentation of the Gloucester Master Gardener's programs.

Others present then introduced themselves.

#### **Minutes**

The minutes of the February meeting were approved as corrected.

#### **Treasurer's Report**

Pat Reilly, reporting for Sybil Przypek, reported a total balance of \$19,279.33.

#### **President's Report**

Pat Reilly's report consisted of the following:

- 1). A motion was made and approved to move \$100.00 each for Tom Geer and Ed Overton into the Education Endowment Fund in their memory for all that they have done for Master Gardening.

2). A motion was made and approved to send a letter of unanimous support to the Foundation for the

“Flora of Virginia” Project from the VMGA along with a donation of \$500.00.

3). Requests for tables for Brag night at Master Gardener College were accepted.

4) An officers meeting with Dr. Barrett is set for Master Gardener College.

5) Stars were awarded to the following: George Graine for contributions to the newsletter, Mike Holmes for helping with Education events, Chuck Walters for the Education Endowment Fund, George Gray and Mary Simpson – outgoing reps from Gloucester.

## **COMMITTEE REPORTS**

### **Education**

Ann Gorrell reported that the March 16<sup>th</sup> event at Sandy’s Plants had 33 people signed up of which 29 actually attended. There were two speakers and one helper. The handouts were excellent. The theme was “Gardening with Nature”. Mary Casebolt did an excellent job with wonderful slides. Evaluations were positive.

### **Newsletter**

Florace Arnold reported that the newsletter should be out by the end of the month.

### **Membership**

Pat Reilly reported for Julie Cochran. Our membership stands at 373 with 52 life members. It was asked that address updates be sent to Julie by email. Renewal forms for this year offer a ‘Renew for Two’ for \$20.00.

### **Unit Support**

Consists of Kerry Goldmeyer and Frank Reilly.

Since the Last Meeting we have provided tax and incorporation information to two different Associations.

Unit Representative information is available through the web site.

### **Communication Committee**

Members: Julie Cochran, Cheri Haggerty, Alice Nicholson, Shelby Snyder and Chair Frank Reilly.

- 1.) Since the February Regularly Scheduled Meeting there have been 7521 page requests to VMGA.net. Most people seem to visit between 11:00 AM and 2:00 PM, so apparently we are a lunchtime diversion. We are now regularly approached by businesses trying to help us increase our web traffic. We have visits from Australia, Hungary, Brazil, South Africa, Netherlands and over 23 other countries including Lithuania and Gabon.
- 2.) Since the February regularly Scheduled Meeting, the web page has been updated on 27 separate occasions.
- 3.) Member's pages and Public pages are our most visited pages since they are gateways to our other content. The Calendar pages are regularly visited, but there is seldom anything new to see there. Please send in your events. We get the traffic, and maybe your event will too.
- 4.) Cheri Haggerty maintains the links page. If you have any interesting gardening links to add, send them to her. She'll vet them, and edit the page accordingly. Currently we are reciprocally linked with MasterGardener.com. Visit the links page for information, and check out their site. It has dates, and contact information on MGs from around the nation, and even a few international links.
- 5.) Shelby Snyder has started a MG On-Line Photo album. Please send her scanned pictures via email, or even hard copies of pictures. She will scan them and get them back to you. We would love to see what MGs are doing around the state.
- 6.) Membership Applications are available on-line at the Membership page. This is the time to print some out and distribute them to your new classes. Julie promises to have a change of information form on the membership page as soon as the dust settles from her other big projects.
- 7.) The Communications Committee has also prepared a CD Presentation of MG College. You should have all seen them in your units by now. Let us know if you haven't.
- 8.) The Hort Updates have resumed. This popular series prepared by Chuck Hoysa, agent in Fauquier County, provides timely advice on the problems that are appearing right now in your clients' gardens. Chuck has the experience and the uncanny timing to identify a problem just before your hort help line gets the first call with that problem.

### **State Fair**

Pat Reilly reported for Evelyn Parker that this year's State Fair would be from 26 September thru 6 October 2002 and from 10:00 o'clock in the morning till 8:00 o'clock at night. Units need to sign up by mid August.

### **Education Endowment Fund**

VMGA's first scholarships for Master Gardener College were given to Paul Campbell, Betty Friedman, Fred Lindholm, Jane Montgomery, Carol Roelofs, Gene Sherman and Sally Walters.

## **Nominations and Elections**

Karen Sacasky reported that 361 ballots were mailed out on March 21<sup>st</sup> and as of yesterday, 165 had been returned. The ballots would probably be counted within the next week and the candidates and executive board would be notified of the results.

### **Committee on Officer's Elections**

Karen Sacasky reported that the Committee to Review Elections and Nomination Procedures had reviewed the procedures for nominating and electing VMGA Officers and recommends the following:

1). We should continue to elect all officers for two-year terms at the same time. Terms should not be staggered or overlap one another.

2). We should retain term limits as set by our bylaws that state that no officer shall serve for more than one consecutive term in the same office.

3) We should continue to have a President, Vice President, Secretary and Treasurer. We do not Recommend having a President-Elect.

4). We recommend not combining Board positions.

5). The nomination and election schedule should be moved back to allow the newly elected President more time to select committee chairs and have them in place by the annual meeting. The bylaws state a minimum of 30 days prior to the annual meeting and we propose a minimum of 90 days. It is recommended that a bylaw change be made to set the new minimum notice. That would provide for the following minimum schedule:

a). The President appoints the Nominating Committee no later than the October Board meeting so the Board may approve the appointments.

b). The Nominating Committee submit the names of the nominees to the Board no later than January 10, mail the ballots no later than February 10, and announce the results to the Executive Committee and advise the newly elected officers of the results no later than March 20,

## **Extension Liaison Report**

Sarah Lineberger reported the following:

1.) "Lost" name tags can be reordered.

2.) Master Gardener College registration deadline is May 31<sup>st</sup>. Housing deadline is the same.

3.) Master Gardener College Brag Night – along with posters, and other display material, groups can bring goodies.



1.) The Southeast Master Gardener Conference is in Raleigh is May 20<sup>th</sup> to the 22<sup>nd</sup> and hosted by NC State.

The Northeast Master Gardener Conference is almost full.

The International Conference next June needs speakers.

### **Unit Reports**

Units present presented brief reports on what their individual units are doing.

### **Unfinished Business**

There was no unfinished business.

### **New business**

Karen Sacasky asked if we could come up with a list of Master Gardeners similar to Listserv that can be used to get out information to members such as Tom Geer's death? Pat Reilly said it was doable.

### **Announcements**

The next board meeting is Thursday, 20 June 2002, 1130-1230 in Blacksburg, VA.

The next annual meeting is Saturday, 22 June 2002, 1900-2000 in Blacksburg, VA.

The official meeting was adjourned at 1340.

Respectfully submitted,

Jim Scibek

Secretary

VMGA, Inc.

## **Minutes of The June Regularly Scheduled Meeting of**

### **The Virginia Master Gardener Association, Inc.**

**June 20, 2002**

**Blacksburg, VA**

#### **Attendance**

(Albemarle, Fluvanna, Louisa, Nelson, Greene) Peter Warren; (Arlington) Marti Klein; (Chesapeake) Kerry Goldmeyer, Jane Montgomery; (Fauquier) Frank Reilly, Pat Reilly, Jim Scibek; (Halifax) W. McCaleb; (Lynchburg, Amherst, Campbell) Susan Wingfield; (Montgomery) Susan McCrea; (Newport News) Gary Bill; (N. Shenandoah Valley) Chuck Walters, Sally Walters; (Northern Neck) Jinny Estell; (Prince William) Julie Cochran; (Roanoke) Jerry Crum; (Rockbridge) Caroline Norrington, Chuck Norrington; (Stafford, Rappahannock, Spotsylvania, King George, Fredericksburg, Caroline) Ann Gorrell; (Suffolk) Cheryl Bunting Cromer, Betty Freedman, Marcie Mitchell; (Virginia Beach) Paul Campbell; (Virginia Tech) Sarah Lineberger; (York) Sybil Przypek, Walter Przypek.

#### **Call to Order**

President Pat Reilly called the meeting to order at 1133.

#### **Introductions**

Members present introduced themselves.

#### **Minutes**

The minutes of the April meeting were approved as presented.

#### **Treasurer's Report**

Sybil Przypek reported a total balance of \$19,414.75. The treasurer's report noted that MG College scholarships were presented to Betty Freedman, Jane Montgomery, Carole Roelofs, Jean Shirall, Sally Walters and Betty Villers. Jean Shirall had to cancel, so her scholarship was presented to Sally Goodrich, who also had to cancel. The last scholarship was then presented to Mike Sampson. The treasurer's report was accepted with corrections.

Sybil then presented a guideline budget for next year. The budget will be voted on at the August Board meeting.

#### **President's Report**

Pat Reilly reported the following:

1). The meeting with Drs. Barrett and Umberger scheduled for Friday at 1000 had been postponed till September 11<sup>th</sup> or 13<sup>th</sup>.

2). A decision guide CD was purchased at the Southeastern Master Gardener Conference and copies will be made and distributed to units. The guide was created by a North Carolina County Extension agent and mimics what can be found on a web site. Sarah will put the web site address on Listserv.

3). A letter was received from Elizabeth Overton thanking the VMGA Board for establishing the education endowment fund and she enclosed a check for \$100.00.

## **COMMITTEE REPORTS**

### **Education**

Ann Gorrell had nothing to report except the Lenore Plissner will be taking over as the Education Chairperson.

### **Newsletter**

Florace Arnold was not present. Pat reported that we have an editor and a layout editor. Gregory Evans, the layout editor, is seeking a printer.

### **Membership**

Julie Cochran reported that we are in the middle of our annual renewal cycle. Currently we have 183 members in the process of renewing, 125 have already renewed, 13 have renewed for two years, and we have 60 Lifetime members, for a total of 381 VMGA members.

### **Unit Support**

Consists of Kerry Goldmeyer, Karen Sacasky and Frank Reilly, Chair.

Since the Last Meeting we have provided tax and incorporation information to two different Associations and information regarding the acceptance of advertising for a local association's newsletter.

Unit Representative information is available through the web site.

### **Communication Committee**

Members: Julie Cochran, Cheri Haggerty, Alice Nicolson, Shelby Snyder and Chair Frank Reilly.

- 1.) Since the April Regularly Scheduled Meeting there have been 10974 page requests to VMGA.net. A total of 2747 different hosts have requested pages from our site. That indicates that most visitors visit nearly 4 different pages at our site. Most e-businesses would issue more stock based on that kind of viewer retention.

- 2.) Since the February regularly Scheduled Meeting, the web page has been updated on 16 separate occasions.
- 3.) The calendar, Useful Links, and Hort Update pages are our most visited pages. I can't imagine why the Calendar pages are regularly visited, because there is seldom anything new to see there. Please send in you events. We get the traffic, and maybe your event will too.
- 4.) Cheri Haggerty has maintains the links page. If you have any interesting gardening links to add, send them to her.
- 5.) Chuck Hoysa, agent in Fauquier County, has been preparing the Hort Updates. Many of you have heard by now that Chuck is retiring from his agent position effective the end of this month. He promises to keep the issues coming out through this growing season, and prepare a CD compilation of his Hort Updates sometime thereafter.
- 6.) We have gotten some feedback concerning the MG College Promotional CD prepared by Julie Cochran, with photos by Shelby Snyder, Walter Przypek, Julie and others.
  - a. Obviously it is effective – the ranks of MG College have nearly doubled
  - b. It may be too long, require a soundtrack, and need a few more pictures of College and a few less pictures of partying.

### **State Fair**

Pat Reilly reported for Evelyn Parker that this year's State Fair would be from 26 September thru 6 October 2002 and from 10:00 o'clock in the morning till 8:00 o'clock at night.

### **Education Endowment Fund**

VMGA's first scholarships for Master Gardener College were awarded.

Sybil requested that money for the endowment fund be sent in on a separate check.

### **Nominations and Elections**

Karen Sacasky will give a report at the annual meeting.

### **Extension Liaison Report**

Sarah Lineberger reported the following:

- 1). It's Master Gardener College. Last year we had 162 attend, this year we have 225.
- 2). Out of 210 Extension agents in the state about 70 or one third are retiring.

3). This year about 170,000 Master Gardener hours have been turned in throughout the state from a total of 3,852 active Master Gardeners.

### **Unfinished Business**

There was no unfinished business.

### **New business**

There was no new business.

### **Announcements**

The next board meeting is Saturday, 10 August 2002 from 1000-1400 at the Bayside Recreation Center in Virginia Beach.

Respectfully submitted,

Jim Scibek

Secretary

VMGA, Inc.

Virginia Master Gardener Association, Inc.

Minutes of the Annual Meeting,

June 22, 2002

**(Draft)**

### **Call to Order**

Pat Reilly called the meeting to order at 1900 on June 22, 2002 in the theater of Litton Reeves on the Campus of VA Tech. And welcomed those attending.

### **Minutes**

The minutes of Annual Meeting 2001 were approved as corrected.

### **Treasurer's Report**

Sybil Przypek reported that at the end of VMGA's Fiscal Year 2002 our net worth is \$19,414.75. The report was accepted as presented.

## President's Report

President Pat Reilly reported:

- 1) The Board is continuing to have meetings with Dr.'s Barrett and Umberger. The next meeting will be held sometime around September 11th.
- 2) This past year the VMGA decided to support the Flora of Virginia project with both a letter of support and a donation of \$500.00.
- 3) George Graine received a letter from Andrew Gerakis. Pat had George share the letter with the membership.
- 4) People who have been presented VMGA stars were recognized. Stars were presented to Gregory Evans, for work on the newsletter; Ann Gorrell, Vice President; Kerry Goldmeyer, Immediate Past President; and Jim Scibek, Secretary

## Committee Reports

### Education

Ann Gorrell reported that the VMGA sponsored three major education events between June 2001 and June 2002.

On Saturday, July 28, 2001, VMGA co-sponsored with the Virginia Department of Conservation and Recreation (VDCR), and the Prince William Unit of the Virginia Cooperative Extension (VCE), "Homeowner Nutrient Management Training for Master Gardeners." The training was held at the Bull Run Regional Library in Manassas and was free for Master Gardeners. The morning training provided 3 hours of continuing education credits for 22 individuals.

Seeing the need for education in plant problem diagnosis, VMGA held a seminar on "Damage Control: Learning How to Deal with Problems in the Landscape" on Saturday, November 17, 2001, at the Albemarle County Office Building in Charlottesville. Peter Warren, VCE, assisted in the arrangements. Charging only a nominal fee, 68 were in attendance for 4 CLE credits.

Another event was held on March 16, 2002, at Sandy's Plants in Mechanicsville. "Gardening With Nature" brought 32 attendees in a limited space for 4 CLE hours.

Ann thanked the following for all their support: Cheri Haggerty, Margaret Van Winkle, Julie Cochran, Mike Holmes, Debbie Hamilton, Nicole Call, Lenore Plissner, Frank Reilly, Joan Clements, Roddey Jones, and Anna Moore. And a special thanks to Pat Reilly.

### Newsletter

Florace Arnold reported that she has two goals:

- 1) For the Newsletter to be published on a regular basis as stated in the newsletter. That is, articles should be submitted by the 1<sup>st</sup> of Jan., Mar., May, July, Sept., and Nov.

- 2) Let everyone know that this newsletter is for you, about you, and by you, and she would like to have a paragraph from each of the units about a major activity or event you are preparing. She also needs short articles from members to include in the newsletter.

Feel free to contact Florace with suggestions and complaints and ideas you might have to make this a newsletter that you will be eager to receive.

## Membership

Julie Cochran reported that as of June 15, 2002 we have 321 regular members and 60 life members for a total of 381 members. We are currently in a renewal cycle. We have had 14 people take advantage of "Renew for Two". Renewing for two years at a time saves the VMGA both time and money. Please keep changes in Emails, addresses, etc. coming in to us.

If your unit needs mailing labels, contact Julie and she will be happy to run them off for anything needed.

## Unit Support

Members: Kerry Goldmeyer, Karen Sacasky, Pat Reilly and Chair, Frank Reilly. The duties of Unit Support were rolled into the Communication Committee just prior to last year's Annual Meeting. The Unit Support Committee is available to help units and local associations with organizational problems, questions and resources. If your Master Gardeners are conducting something new, another group may have already tried it. Asking the Unit Support Committee for help could save you from reinventing the wheel.

In the past year we have been asked to help with:

- 1.) Selection of By-Laws to one new local association
- 2.) Incorporation and tax questions with 4 others
- 3.) Policy concerning acceptance of advertising for a local associations newsletter, and
- 4.) Organization and administration of a scholarship/awards program.

## Communication Committee

Members: Julie Cochran, Cheri Haggerty, Alice Nicolson, and Chair Frank Reilly. The duties of the Communication Committee are to foster communications throughout VMGA and all MGs in VA. We administer the Web site, send messages, facilitate the communication and work of the Board members, and help to produce and disseminate certain products like the MG College Promotional CD, and the Membership List.

- 1.) The web site costs \$249.00 annually for rent at the server, and \$15.00 per year for our name registration.
- 2.) More than 15,000 viewers have visited the web site in the past year. The average viewer visits about 4 pages at the site. We have had viewers from many foreign lands such as Malaysia, Singapore, Belarus, Estonia, Netherlands, Finland, Ireland, and a prize to the person who can locate Cocos (Keeling) Islands on a map for me.
- 3.) Our most popular pages vary throughout the year. The top ten for any given period of time always include: Hort Updates (prepared by Chuck Hoysa), Links (managed by Cheri Haggerty) and Calendar (managed by Alice Nicolson). Last year our Calendar page had 2340 different visits. If your local association isn't using this page to advertise your local activities, you are wasting a

- valuable marketing tool. I can almost guarantee that your group is squandering this free resource, because we seldom receive any calendar updates from Master Gardeners.
- 4.) The web site sponsors links to local associations, and will provide a limited amount of space and help to start any local MG web pages. Use the [webmaster@vmga.net](mailto:webmaster@vmga.net) email address to ask for help.
  - 5.) The web page sponsors a forum that may be useful for discussions that seem inappropriate for the MG Listserv administered by Tech.
  - 6.) Our minutes, budgets, directions to meetings, contact information, by-laws, even a copy of The History of VMGA produced by Karen Sacasky are all available at the web site.
  - 7.) We also currently archive more than 35 pages of Hort Updates on our web site, and they will be searchable. That makes our site VERY useful for MG as well as gardening problem solving.
  - 8.) The Communication Committee prepared a Promotional CD for MG College in the past year. It was distributed to each Units' Coordinator or Agent. If you didn't see this CD, ask your Coordinator or Agent what happened to it. Apparently it WAS shown in quite a few places as can be witnessed by the drastic increase in attendance at this year's MG College. Julie Cochran produced this with her pictures and pictures from Shelby Snider, Walter Przypek and others. Send us electronic copies of your MG College pictures from this year, so we can include them in next year's production. We are particularly looking for pictures of MG College educational activities.
  - 9.) The Communication Committee sent 6 email messages to the entire membership in the past year. It is your responsibility to keep your membership information, including your mailing and email addresses, up to date. Currently there are more than 30 members with email addresses that are incorrect.
  - 10.) The Communications Committee needs your help. We need someone who is familiar with web page authoring and design to help us re-vamp our site, and others to help maintain it. The job has grown to more than we can handle alone. Some of our members (Cheri Haggerty) are movin' on up, and will have even less time to help with the committee work. We also need more help to produce the MG College Promotional CD this year. Please write to [webmaster@VMGA.net](mailto:webmaster@VMGA.net) and volunteer.
  - 11.) Send your questions, suggestions, etc. to [webmaster@vmga.net](mailto:webmaster@vmga.net).

## **Education Endowment fund**

Pat Reilly gave the report for committee chair Chuck Walters.

The Education Endowment Fund came about as a result of the Long Range Planning Committee survey to the members. From the survey a committee was developed to explore Education Endowment and consisted of Susan Wingfield, Bud Gregory, and Chuck Walters. After their job was done we decided to award scholarships to MG College. The selection committee consisted of Chuck & Sally Walters and Pat Reilly.

Sally was nominated as a recipient so she couldn't serve on the committee. The committee (Chuck and Pat) selected the first recipients of the scholarships.

The recipients were: Betty Freedman, Jane Montgomery, Carole Roelofs, Jean Shirall (she cancelled out), Sally Walters, Betty Villers (cancelled out, she couldn't make it), Sally Goodrich, and Mike Sampson.

Two months ago the board voted to make a contribution of \$100.00 each to the fund in memory of Tom Geer, Ed Overton, and Fred Lindholm. In addition Elizabeth Overton and family donated \$100.00 in Ed's



memory in hopes to continue giving in memory of someone who gave so much to us. Kerry Goldmeyer donated \$50.00 to the Endowment Fund in the name of Ed Overton.

### **State Fair**

Evelyn Parker reported- The state fair is September 26 thru October 6, 2002. Sept 26, 30, and Oct 2, 5 are still available. The Fair is open from 10 a.m. to 8 p.m. August 15<sup>th</sup> is the deadline for turning in your list of volunteers, maximum 10/day.

### **Audit**

Jack Slapcinsky reported that he and Kerry Goldmeyer reviewed the Treasurer's report and found the totals reported are accurate as stated. The audit recommends that additional funding be released from the Endowment Fund since the resources of the VMGA have increased over the past year by about \$2,000.00. They think it would be prudent if more funds were expended.

### **Nominations and Elections**

Karen Sacasky reported-

-The 2002 Nominations and Elections Committee was formed by September 2001. The membership of the committee consisted of Caroline Norrington, Gary Bill, Bud Gregory, and Karen Sacasky.

-A timetable was set to comply with the VMGA Bylaws and Standing Rules. Most communication was done by email.

-The slate was selected and announced to VMGA Board members on March 10, 2002.

-361 ballots were mailed to the membership on March 23<sup>rd</sup> with a deadline for return of April 13, 2002. A separate sheet listing the bios for each nominee was included.

-174 ballots were returned by the deadline. There were no write-in votes, all four nominees received 174 yes votes.

-nominees elected were President-Jim Scibek, Vice President-Bill McCaleb, Secretary-Cheri Haggerty, and Treasurer-Shelby Snider.

-The Nominations and Elections Committee finished their task one month early.

-The amount of \$350.00 was budgeted for the committee, \$203.07 was actually spent.

-The Committee recommends that future membership applications include member talents, such as secretarial and accounting/bookkeeping experience. It would also be helpful to know whether a member has served in any office in their local association.

### **Election Procedures**

Karen Sacasky reported:

-A committee to review VMGA elections and nominations was formed in October 2001 for the purpose of considering changes to terms of office, term limits, additional officers, and staggering terms.

-The committee consisted of Kerry Goldmeyer, Frank Reilly, and Karen Sacasky.

-Recommendations from the Committee were presented to the Board at the April 13, 2002 Board meeting. The recommendations were approved by the Board and a proposed bylaw change in the nomination and election schedule was approved for presentation to the membership.

-The results of the Committee are as follows:

- 1) We should continue to elect all officers for two year terms at the same time. Terms should not be staggered nor overlap one another.
- 2) We should retain term limits as set by our bylaws that states that no Officer shall serve for more than one consecutive term in the same office.
- 3) We should continue to have a President, Vice President, Secretary and Treasurer. We do not recommend having a President-Elect.
- 4) We recommend not combining Board positions.
- 5) The nomination and election schedule should be moved back to allow the newly elected President more time to select committee chairs and have them in place by the Annual meeting. It is recommended that a bylaw change be made to set the new minimum notice.

### **Extension Liaison Report**

Sarah Lineberger stated that since the International MG Conference is scheduled in the Cincinnati area next year at the same time we would normally be holding our MG College we will be looking for an alternate date,

Sarah and Diane Relf presented gifts of appreciation to Pat Reilly, Ann Gorrell, Jim Scibek, and Sybil Przypek for their service as officers of the VMGA for the past two years.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

Change in By-laws – A proposed change to the By Laws Article VII – Committees, Section 3, Paragraph (c) changing the time for reporting the list of candidates to the Board of Directors to at least 150 days prior to the annual meeting and reporting the results of the election to the Executive Committee at least 90 days before the annual meeting was approved unanimously by those present at this annual meeting.

Karen Sacasky made a motion to destroy the ballots. The motion was approved.

### **Announcements**

Next Board Meeting – Saturday, August 10, 2002 at 10:00 a.m. in Virginia Beach.

MG College Challenge – At MG College 2000 Goochland/Powhatan challenged Prince William that they would bring more MG's to MG College 2001 than Prince William. They lost.

-At MG College 2001 Goochland/Powhatan challenged Virginia Beach that they would bring more MG's to MG College 2002 than Virginia Beach. Goochland brought 2, Virginia Beach brought 11, so Goochland/Powhatan lost again.

-This year Goochland/Powhatan is challenging Henrico for MG college 2003.

Pat thanked Ann, Jim, Sybil and Kerry for their support and help.

## **Installation of VMGA Officers, 2002–2004**

Pat Reilly introduced the new VMGA officers for 2002 – 2004. Cheri Haggerty- Secretary (couldn't be here tonight), Shelby Snider- Treasurer, Bill McCaleb- Vice President, and Jim Scibek- President.

The meeting was adjourned at 2005.

Respectfully Submitted

Jim Scibek,

Secretary, VMGA, Inc.