

VMGA Minutes Aug 2007 – Jun 2008

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**Virginia Master Gardener Association, Inc.**

**Bi-Monthly Board Meeting**

**August 11, 2007**

**Winchester - Shenandoah University**

**(Final)**

**Attendance**

(Bedford) Patty Gamache, Bob Gamache; (Chesapeake) Pinky Derieux; (Fairfax - Merrifield) George Graine; (Fauquier) Jim Scibek; (Green Spring) Joan Richards; (Hanover) Christy Brennan, Cheri Haggerty; (James City County/Williamsburg) Ann Odle; (Loudon) Dave Hellums, Pat Martin; (Lynchburg) Deborah Straw and Steve Straw; (Manassas) Frank Reilly; (Middletown) Paula Brownlee; (Northern Neck) Julie Denny, Edward A. Munns, Jr.; (Northern Shenandoah) Lani Matson, Josh Marvel, John Stevens, Carolyn Wilson, Fran Gregory; (Goochland Powhatan) Chuck Miller; (Prince William) Frank Reilly, Bill Scott; (Roanoke) Kathryn Debnar; (Rockbridge) David Mims; (Virginia Beach) Paul Campbell, Mary Ann Kincaid, Jim Kincaid, Fran Shelton; (Virginia Tech/VCE) David Close; (Warren) Marsha Burd; (York) Jackie Lohr.

**Call to Order –**

President Cheri Haggerty called the meeting to order at 10:00a.m.

**Introductions**

Fran Gregory, North Shenandoah Master Gardener Representative, welcomed everyone and thanked the hosting committee. John Stevens, President of the Northern Shenandoah MG unit, and Josh Marvel, VCE Agent, said a few words regarding history of the area. Introductions followed around the room

## **Minutes – Angela Cingale**

The June minutes were accepted as submitted.

## **Treasurer's Report – Ted Jenks**

Bill Scott presented the treasurer's report in Ted's absence. He discussed the new format which now shows a balance sheet in addition to the two month receipts, disbursements, and transfers and year the date summary of income and expenses which had previously been shown. Treasurer's report was accepted as read.

## **COMMITTEE REPORTS**

### **Education - Fran Shelton, Pinky Derieux, Co-Chairs**

Fran informed the membership that the education program at Montpelier was cancelled. She also stated that the committee will keep looking into a spring and fall program for 2008. Cheri is considering writing a letter to the Montpelier Board regarding the circumstances for the cancellation of the program. We were reminded to use the VMGA Education Committee for our unit's programs and to use the website, [www.vmga.net](http://www.vmga.net), to publicize event(s).

### **Newsletter - Florace Arnold, Editor**

The July/August newsletter had members' articles on their Master Gardener College experiences. The P. Diane Relf Scholarship Fund article was not included in this issue but may be sent by Dave Close thru his mass e-mail list. The article explains the process of how recipients are chosen for this award.

### **Membership – Mary Ann Kincaid, Chair**

As of August 8, there are 464 members of the Virginia Master Gardener Association. Of these, 307 are Active members; 4 are Auxiliary members; and 153 are Lifetime members. 157 members have not renewed. She explained the three classes of VMGA membership. She had a list of non-renewing members for some of the unit representatives.

### **Fund Raising – Betty Villers, Chair**

Mary Ann Kincaid announced that she had some supplies of the T-shirts, license plate frames, and decals for sale.

### **Communication/Unit Support - Frank Reilly, Chair**

**Unit Support Members:** Pat Reilly, Karen Sacasky, Kerry Goldmeyer, Pinky Derieux, Cheri Haggerty, Frank Reilly.

No activity to report since the June meeting.

**Communication Committee Members:** Cheri Haggerty, Kathryn Debnar, Shelby Snyder, Betty Truax, Tom Bolt, Paul Campbell, George Alapas, George Graine, Bob Schmidt, and Chair Frank Reilly

Since the June regularly scheduled meeting there have been 2828 visitors to VMGA.net. Nearly all of our visitors visit the front page during their stay. On average for every 100 who enter through this site through only 35 leave the same page. The

balance of visitors visit someplace else in the site. This makes it a very productive place to make announcements, and is why most new messages are mentioned there. The most popular pages in the last three months have been the Endowment page, Hort Updates, Minutes, Unit Reports, MGPW site, College, Stewards and News. Frank is interested in getting pictures from MG College so that his committee can begin to produce the MG College recruiting page for next year in time for a December posting.

#### **Finance Committee – Bill Scott, Chair**

Bill gave report under Treasurer's report.

#### **Fund-raising – Betty Villers, Chair**

Cheri stated that Betty is looking into mugs and other VMGA marketable items to continue with our fundraising efforts for the endowment.

#### **New Business**

Cheri Haggerty brought up a discussion for having a VMGA Logo to uniquely identify our organization to all Master Gardeners. Due to VMGA being in existence for many years now and yet does not have a logo. We were asked to if there was someone we knew or even one of the members present that could work on a logo and send it in by our next VMGA Board meeting which is on October 13, 2007. A pin was suggested but may not be worn by all members of our organization. The artist does not have to be a VMGA member or even be a Master Gardener. Someone who would like to create a masterpiece that VMGA can call their own. All entries can be brought to the October Board meeting at which time the entries will be reviewed. If anyone has any questions, please contact Patty Gamache, Bedford, at rgama37@aol.com, by telephone at (540)587-0524, or by mail to 1714 Kingston Circle, Bedford, VA 24523. Due to Paul Campbell retiring as the scholarship committee chair, George Graine has accepted the position of chair of the Diane Relf Education Committee.

#### **Extension Liaison - Dave Close, MG Coordinator**

America's Anniversary Garden – Myers Elementary School in Gainesville, GA was selected as the national winner of the AAG/Jr. Master Gardener School Design contest. Winners went to Jamestown Settlement August 9-11 for their prize package. Statewide AAG contest concludes September 1st. The awards will be distributed on October 5th at the VA State Fair. The summer "In-Season" newsletter will be out soon. MG College was huge success due to good enrollment (245 officially), 40+ speakers and special guests. He is already planning for MG College 2008 which is scheduled for June 17-22, 2008. The MG College Advisory Team will be meeting in September to plan for speakers and topics. Tour of VA – since the April meeting, Dave has met with MG units for the first time in Portsmouth and Henry County/Martinsville. The handbook revisions have been received on at least 3 chapters; more are in the process of being reviewed and updated. Misc: International MG Conference –Dave did not get to attend.

He did learn that 1,300 people participated (from 42 states and 3 provinces). 2009 conference will be in Las Vegas and the 2011 conference will be in Charleston, WV. Dave informed us that the Southern Region MG conference will be in Oklahoma next year (June 18-21). The North Carolina MG Conference will take place, October 8-10, 2007 at NC State. Operation Rejuvenation Swarm – deposits were due August 10. Total costs are \$850/person for double occupancy and \$1250/person for single. Bus will depart from and return to Richmond. Stopping at Daniel Stowe Botanical Garden on the way down and Bellingrath Garden and Homes on the way back (and possibly the Sarah P. Duke gardens too). For the new contacts reporting forms; unit reps were asked to talk to our local agent, coordinator, and/or record keeper about the new expectations. He has partly done the preparation for a USDA audit on civil rights compliance which will be in effect in August. Master Gardener Coordinator Endowment effort – Dawn Lerch and Dave will be traveling throughout VA meeting with individuals and MG units to discuss fundraising efforts toward the endowment. There is an opportunity with Fine Gardening to raise \$10/new subscription for the VCE MG program which will run through May 2008. He will get details to us as the program is worked out and every unit will be asked to help promote this effort. The survey regarding the Vt-Edu website has to be completed in Adobe Acrobat Reader as that is the only program that the website will recognize.

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

Christy has coordinated the schedule for the VA State Fair with the various units that volunteered their time. She has ordered the same amount of insects for the insect demonstration which was very successful last year. There are lots of educational handouts for children and adults. There will also be a demonstration on pruning crape myrtles, pruning in general, composting, vermiculture, good and bad bugs, and land stewardship,. She still had open slots for unit reps to volunteer their group.

#### **Announcements-Cheri Haggerty**

MG Coordinator Endowment Fund-Cheri had a handout from college to show the unit reps. This handout is an excellent account of different ways to endow this Fund and local reps are encouraged to show their unit. They can contact Dave or Dawn for these handouts. Greening of Central Virginia is a free "Totally Green" seminar offered by the Union Bank in Caroline County and everyone is invited to attend. VA Garden Festival at Lewis Ginter on September 22nd and they're looking for educational booths. The Maymount Flower and Garden Show will take place on the 3rd week of February, Judging Category 3, for the America's Anniversary Garden, Sub-division category, will take place in Williamsburg. MaryAnn Kincaid and Cheri will review the entries for this category, which was funded by VMGA.

#### **Unit Reports**

The Unit reps attending were asked to send their reports to the secretary. They will be posted at [www.VMGA.net](http://www.VMGA.net) and printed in the next newsletter.

## **Unfinished Business-Cheri Haggerty**

History Project - An MG from Prince William has made a tentative offer to continue the History project on a temporary basis.

She also has a tentative offer for the MG College Goody Bags. .

## **New Business**

Search for Excellence-"Brag Night" for units on their most successful project for judging. Every unit will be encouraged to participate in 2008 at MG College. The **Sustainable Landscape Management** Categories for awards are; Environmental Stewardship, Working with Youths, Value of the Landscape, Food & Nutrition, Overall Quality of Life. It was suggested that the project is chosen well in advance of June and start focusing on putting it together on one of the stated category. The purpose of Search for Excellence was discussed by the MG College Advisory Team on how to increase participation by all the units attending. A possible CD with all the information for the Search for Excellence is a possibility and could be sent to all the units. Displays are also used at local and state fairs and should contain all the information to include the SLM criteria. Purpose of Brag Boards is to showcase the types education to the public performed by a unit, share their success stories of their projects and it could also be used on a national and international competition not just Virginia. Cheri will report to the advisory team that VMGA supports the Search for Excellence and she will contact people that have been at national and international conferences who may have guidelines on this competition, before October. There is also a need for find out why there is a small percentage of MG's that participate at MG College, especially with units that have a large membership but only a few attend MG College. For two years, VMGA has written a letter of support to the Beautiful Plant Program because they get grants to run their programs. VMGA is listed in their spreadsheet as a \$61,000 donation in time for the 75 MG's participating in this program and 5 at the AREC Centers. We don't have a host unit for the February or December 2008 meeting. Cheri will coordinate the schedule with one of the following units, Hanover, Chesterfield, or Henrico, because it is centrally located, in case of inclement weather.

## **Announcements**

Next VMGA meeting will be held on October 13 – Fairfax/Green Spring Gardens, 10:00 a.m.

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Angela Cingale, VMGA Secretary

Virginia Master Gardener Association, Inc

Treasurer's Report

August 11, 2007

**Balance Sheet**

Data As OF: 7/31/2007

**Assets**

Checking Account Balance	\$12,410.88
PDR Education Endowment CD Balance	\$8,156.43
Reserve CD Balance	\$7,035.92
Future Dues CD Balance	\$4,290.14
Fundraising Inventory	\$1,326.20
<b>Total Assets</b>	<b>\$33,219.57</b>

**Liabilities**

Unearned Income - Future Dues	\$5,070.14
Coordinator Endowment Funds Payable	\$831.11
Coordinator Endowment Planned Gifts	\$4,987.82
Unearned Income - Education Programs	\$219.00
<b>Total Liabilities</b>	<b>\$11,108.07</b>

**Net Assets**

Accumulated Earnings	\$18,503.54
Current Year Earnings	\$3,607.96
<b>Total Net Assets</b>	<b>\$22,111.50</b>
<b>Total Liabilities and Net Assets</b>	<b>\$33,219.57</b>

Treasurer's Report

August 11, 2007

Checking Balance as of 5/31/2007		\$8,420.35
Receipts		\$6,096.02
	Coord Endowment Gifts	\$236.00
	Dues FY 09-18	\$564.00
	FY 08 dues (current FY)	\$1,152.00
	Education	\$219.00
	Fundraising	\$3,912.02
	Gift for EEF	\$13.00
Disbursements		-\$1,153.69
	Comm/Support	\$0.00
	Coord Endowment Cmte	\$0.00
	Coord Endow Gift Transfers	\$0.00
	Education	\$0.00
	EEF Scholarships	-\$800.00
	Elections	\$0.00
	Fund Raising Cmte	\$9.00
	Fund Raising Gifts to Endowment	\$0.00
	Marketing	\$0.00
	Membership & Roster	-\$132.65
	Newsletter	-\$216.09
	State Fair	\$0.00
	Officers Expense	
	President	\$0.00
	Vice President	\$0.00
	Secretary	\$0.00
	Treasurer	-\$13.95
Transfers		-\$951.80
	EEF Gift Transfers	\$0.00
	Lifetime Dues Transfers	\$0.00
	Reserve CD Transfers	\$0.00
	Fundraising Inventory Transfer	-\$951.80
Checking Balance as of 7/31/2007		<u>\$12,410.88</u>
	Interest Income on Reserve and EEF CD's	\$129.65
	Interest Income on Future Dues CD	\$34.10

Virginia Master Gardener Association, Inc  
Treasurer's Report

August 11, 2007

**Year to Date Income & Expenses to Budget FY 08**

Income YTD

<b>Committee</b>	<b>Budget</b>	<b>Income</b>
Membership		
FY 08 (Lifetime/Prior Year)	\$3,300.00	\$3,276.00
FY 08 (Current FY)	\$1,900.00	\$1,152.00
Subtotal	\$5,200.00	\$4,428.00
Gift for EEF		\$13.00
Interest Income		\$129.65
Gifts for EEF Scholarships	\$200.00	\$0.00
Education	\$3,000.00	
Fundraising	\$3,000.00	\$3,912.02
total	\$11,400.00	\$8,482.67

Expenses YTD

<b>Committee</b>	<b>Budget</b>	<b>Expense</b>	<b>Year-End</b>
Comm/Support	\$300.00	\$0.00	\$300.00
Coord Endowment Cmte	\$100.00	\$0.00	\$100.00
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	\$9.00	\$59.00
Fund Raising Gifts to Endow	\$3,000.00	-\$3,921.02	-\$921.02
Marketing	\$200.00	\$0.00	\$200.00
Membership & Roster	\$2,000.00	-\$132.65	\$1,867.35
Newsletter	\$1,700.00	-\$216.09	\$1,483.91
State Fair	\$300.00	\$0.00	\$300.00
Officers Expense			
President	\$125.00	\$0.00	\$125.00
Vice President	\$25.00	\$0.00	\$25.00
Secretary	\$35.00	\$0.00	\$35.00
Treasurer	\$35.00	-\$13.95	\$21.05
total	\$12,145.00	-\$4,874.71	

**Year to Date Endowment & Restricted Funds Transactions FY08**

<b>Fund</b>	<b>Balance to Start</b>	<b>Funds Received</b>	<b>Transfers</b>	<b>Balance</b>
Coordinator Endowment	\$595.11	\$236.00	\$0.00	\$831.11
Lifetime Dues FY 09-18	\$216.00	\$564.00	\$0.00	\$780.00
Education Endowment	\$90.00	\$13.00	\$0.00	\$103.00
Planned Gifts to Coord Endow	\$1,066.80	\$3,921.02	\$0.00	\$4,987.82
Reserve Funds CD's			\$0.00	



**Virginia Master Gardener Association, Inc.**

**Bi-Monthly Board Meeting**

**October 13, 2007**

**Green Spring Gardens – Fairfax County**

**(Draft)**

**Attendance**

(Alexandria/Arlington) Vivian Ballard; (Bedford) Patty Gamache, Bob Gamache; (Chesapeake) Pinky Derieux; (Fairfax-Merrifield) Martha Anderson, Bill Anderson, Adria Bordas, George Graine, Amol Kaikini, Sally Recinos ; (Green Spring) Nancy Bradley, Joan Richards, Steven Wertime; (Hanover) Christy Brennan, Cheri Haggerty; (James City County/Williamsburg) Angela Cingale; (Loudon) Pat Martin; (Newport News) Anita Smith; (Norfolk) Don Snipes; (Northern Neck) Edward A. Munns, Jr.; (No. Shenandoah) Fran Gregory, Bud Gregory; (Powhatan) Chuck Miller; (Prince George) Mary Vinsh, Cheryl Sebera; (Prince William) Frank Reilly, Janet Scott, Bill Scott; (Roanoke) Kathryn Debnar; (Rockbridge) Ted Jenks; (Virginia Beach) Mary Ann Kincaid, Jim Kincaid, Fran Shelton; Betty Villers; (York) Jackie Lohr.

**Call to Order**

President Cheri Haggerty called the meeting to order at 10:00a.m.

**Introductions**

George Graine, Fairfax Master Gardener Representative, welcomed everyone, thanked the hosting committee and told us about the arranged tour after the meeting. Adria Bordas, VCE Agent, welcomed us and gave us some fun facts about Fairfax. Sally Recinos, President of the Fairfax MG unit, welcomed everyone and introduced Sandra Reichert, Green Spring MG Coordinator, who gave a brief history about Green Spring Gardens Park and the historic manor house. Introductions followed around the room

**Minutes – Angela Cingale**

The August minutes were accepted after changes were made in the attendance area. Updated minutes will be posted on the website.

### **Treasurer's Report – Ted Jenks**

Treasurer's report was handed out to the membership, explanations given, and accepted as read. Report is attached.

### **COMMITTEE REPORTS**

#### **Education - Fran Shelton, Pinky Derieux, Co-Chairs**

No report.

#### **Newsletter - Florace Arnold, Editor**

Florace has retired as Editor of our newsletter. November will be her last newsletter but will help someone get started for the January edition. Ted proposed that a committee be formed to assist with the newsletter. MaryAnn Kincaid, Membership Chair, stated that there may be potential members who expressed interest in volunteering their time with the newsletter when they signed their VMGA membership form. She will give the names to Cheri.

#### **Membership – Mary Ann Kincaid, Chair**

As of October 11th, there are 487 members of the Virginia Master Gardener Association. Of these, 327 are Active members; 5 are Auxiliary members; and 155 are Lifetime members. This is an increase of 23 members since our August meeting. The total number of members who did not renew is 146.

#### **Communication/Unit Support - Frank Reilly, Chair**

Unit Support Members: Pat Reilly, Karen Sacasky, Kerry Goldmeyer, Pinky Derieux. No activity to report since the August meeting.

**Communication Committee Members:** Cheri Haggerty, Kathryn Debnar, Shelby Snyder, Betty Truax, Tom Bolt, Paul Campbell, George Alapas, George Graine, Bob Schmidt

Since the August e regularly scheduled meeting there have been 2,152 visitors to VMGA.net. Nearly all the visitors looked at 7,728 or 3 pages each during their stay with several minutes spent on each. The Calendar of Events link is the most popular and is a very productive place to make announcements, and why most new messages are mentioned there. The other most popular viewed pages are Related Links, where other links and resources are listed, with Membership being the 3rd. Useful links is also where you go for the Hort Updates, Minutes, Unit Reports, MGPW, College, Stewards and News. Approximately 71% of the visitors arrive through the front page which has the most important information and newsworthy items. The site is updated about 75 times a month and takes a lot of effort by volunteers involved with the website. Members are encouraged to send their special events to Kathryn Debnar at k2garden@cox.net.

### **Finance Committee: Bill Scott, Chair**

Bill reported that the committee roster was being re-organized. He will provide news in December.

### **Special Committees**

#### **Education Endowment Fund – George Graine, Chair**

George made the announcement that the committee was formed and consists of the following members and district:

Jackie Lohr - Northeast, Bud Gregory - Northwest, Don Snipes - Southeast, Leslie Paulson - Northern, and Jean Bainbridge-Central as alternate. He stated that no changes would be made to the guidelines already in place. All committee members have been recipients of a MG college scholarship. The MG scholarship is a once in a lifetime award.

#### **Fundraising Committee – Betty Villers, Chair**

Betty reported that the MG T-shirts are \$10.00 each and a sale was made recently to a Georgia MG due to no state mentioned on it. License plate frames are \$3.00 and Decals are \$2.00. The unit reps were encouraged to buy them sell them in our units and that Betty will fill the order. Since MG College a total of 117 decals, 113 frames, and 47 shirts have been sold.

#### **State Fair – Christy Brennan, Chair**

Attendance was up 13.5% at the State Fair this year and the VA State Fair Committee loved the enthusiasm and expertise that was brought to the "Horticultural Pavilion" which is also Virginia's largest outdoor classroom. There were 15,196 students on school tours and 166 MG's from 15 units that volunteered for the 11 day event and educated more than 10,556 people. The new contact form was used and worked out well. The figure was doubled from last year but is still low because it's still difficult to count all the attendants when school groups are going through the area. She had special ordered Green Lace Wings in different life cycle stages. The students also loved seeing caterpillars in different stages on the curly parsley. All the displays were very well received. She thanked everyone for all their hard work and teamwork. Christy read a special note from Lorene Blackwood of the VA State Fair who commended Christy and all the MG's for their time and efforts. She will ask for a copier and a Kiosk for next year's fair to expedite needed handouts as we run out of copies. Small cards were also handed out with the VMGA website, VA website, and the listing of the different handouts that can be ordered. Christy got a round of applause for a job well done in coordinating this event.

## Extension Liaison - Dave Close, MG Coordinator

Dave was moving into his home today and was unable to attend our meeting. Cheri read his report as follows: **AAG** –State Garden Contest Awards ceremony was held on Friday, October 5 at the VA State Fair. Bonnie Appleton was the main speaker. Dr. Mark McCann was on hand to present plaques to 17 of the 19 category winners. VA's Commissioner of Agriculture was also present for the event and gave a few remarks. The result of the contest was the lead news article for Friday's Virginia Tech News and Update. "Summer In-Season" newsletter is posted on the web. The printed version was not mailed out. MG College Advisory Team met in September and outlined the list of potential speakers. More information will be going out through "In Season" and VMGA in the coming months. The dates are June 17-22, 2008. The Steward Theme this year will be Land Care with an emphasis on fire wise landscaping and home composting practices, along with other pertinent Land Care topics. Tour of VA – since the August meeting, Dave has met with the Luisa MG unit for the first time. Handbook Revisions – two student workers are currently updating the chapters received up to this point. Dave thinks we are still on track for a fall 2008 of the next edition. Misc: He and Dawn Lerch and made endowment visits in the Tidewater and Richmond area including a formal presentation to the Henrico MG Executive Board. They have made a corporate contact with Scotts and will continue to pursue them. Additional corporate contacts will be made including Dominion Power. They have a target date of June 2008 to finish out the endowment. There is renewed urgency in funding the endowment due to the state budget shortfall. Over the next two years, the College of Ag and Life Sciences alone will be paying back at least \$2.7 million to the state. Dave is asking to please bring contact names and suggestions forward for them to pursue. Kathryn Debnar has been contacting the remaining units who have not contributed their minimum \$100 donation toward the endowment. This has resulted in at least one check being written. Other news: a. Operation Rejuvenation Swarm – had to be postponed due to lack of interest. Fell short of the minimum needed by 10 participants. We will likely try again next year. b. New contacts reporting forms – thank you to the units working on implementing the new reporting. c. Opportunity with Fine Gardening to raise \$10/new subscription for the VCE MG Coordinator Endowment program and will run through May 2008. Details have been worked out and the banner is posted at [www.hort.vt.edu/mastergardener](http://www.hort.vt.edu/mastergardener) and will also have it posted at vmga.net. The key for this promo is that all new subscriptions must be made online through the promo offer. That is the only way Fine Gardening can track what state gets credit for the new subscriptions. d. Dave received a contract from the National Park Service to upgrade the Land Care Steward materials into an actual book. Dave has until the summer of 2009 to deliver the finished product. e. He met with my fellow colleagues on the National Consumer Horticulture/Extension Master Gardener committee and National Program Leaders of USDA CSREES (Cooperative State Research, Education, and

Extension Service) in Washington DC to discuss the national presence of the Extension MG program. We are looking to do a national assessment of the MG program. Bill Hoffman has taken over Jim Green's responsibilities. Jim was the former program leader for plants in USDA CSREES. Dave's impression of Bill and his commitment to helping consumer horticulture and the MG programs is very positive. f. The National MG Coordinator Conference (intended for state MG coordinators and County level coordinators (specifically paid coordinators)) will be in northern VA in October of 2008. More details to follow. It will be an opportunity for the VCE MG program to shine as host of this meeting. The meeting will also involve a congressional reception on Capital Hill (likely at the National Botanic Garden). g. Dave will be attending the Horticulture Forum III in Davis, California in November. He will be finalizing some details for the public launch of eXtension which is scheduled for February, 2008.

### **Unit Reports**

Regular reports were given and unit reps were requested to also in send their reports to the secretary. They will be posted at [www.VMGA.net](http://www.VMGA.net) and printed in the next newsletter.

### **Unfinished Business-**

**Fine Gardening** – We were encouraged to ask our units to take advantage of this opportunity to raise \$10 for every /new subscription for the VCE MG Coordinator Endowment Fund. Details have already been worked out to have a banner posted at [www.hort.vt.edu/mastergardener](http://www.hort.vt.edu/mastergardener) and at [vmga.net](http://vmga.net) to obtain a subscription. The funds will go to the MG Coordinator Endowment Fund.

**Maymont Booth** - Cheri stated that every year VMGA volunteers have partnered with Hanover MG's at the Richmond Maymont Flower & Garden Show Booth with an education booth. The cost of a booth for the 2008 is \$175.00. VMGA volunteers staff half the booth and Hanover the other half. The other side of the convention center will be open in 2008 for a home and it should bring in additional contacts to our booth. A motion was made and seconded to expend the \$175.00, from our treasury, and split the education booth costs and have a presence at this event. The show opens at 11a.m. and closes at 5p.m. and there will be eleven shifts for manning the booth. Ted will send a check to the Hanover MG's for this event.

**Search for Excellence** – Cheri is looking for a team to work on the Search for Excellence project to put together a document with criteria which gives parameters on how a unit should follow the guidelines for putting their brag boards together for MG College. We

want the units to share their successful projects with the "Search for excellence" under the categories of Sustainable Land Management which is used by the judging panel to choose a winner that best exemplifies an MG unit project's success and what is necessary to make it educational for all the attendees. The committee can start putting together the document in January and disseminate it to all the units upon completion before the June MG College "Brag Board" night. Bud Gregory offered to chair this committee and Angela Cingale volunteered to assist him.

#### **VMGA Logo – Patty Gamache, Chair**

Since our last meeting, Patty Gamache, Committee Chair, has received several contest entries. She encouraged everyone present to either enter the contest or ask their own unit MG's to create a logo. The deadline for submitting entries was extended to December 1<sup>st</sup>. A suggestion was made that we go to Office Max and they would create 2 designs with 2 revisions for \$239.00 and then we could choose one. We were asked to submit designs of our creation and to encourage other MG's members of our units to lend their creative ideas for this project. The artist does not have to be a VMGA member or even be a Master Gardener to participate in the contest. The deadline was extended to December 1, 2007 and samples can be shown at the December meeting in Williamsburg. If anyone has questions regarding submission, please contact Patty at [rgama37@aol.com](mailto:rgama37@aol.com), by telephone at (540)587-0524, or by mail to 1714 Kingston Circle, Bedford, VA 24523.

#### **MG Coordinator Endowment Fund – Pat Reilly, Chair**

Pat Reilly was not present to give us a report; Frank Reilly gave the report on her behalf. The endowment now has \$220,000.

He discussed various ways of donating money to the endowment fund which included the possibility of a donation of \$100 from each unit.

If every unit donated, it would give us 100% participating and would be a good tool to use when soliciting funds from commercial enterprises. Other possibilities include donating to the endowment fund thru charitable gifting of retirement or 401K funds or a challenge. Frank discussed the "Reilly Challenge" which meant that for every unit that invites a member of the endowment committee to give a talk about the endowment, they will donate \$250.00 to the fund. The unit reps were asked to inform their members of the various ways of donating to the MG Coordinator Fund.

#### **Old Business**

**VMGA Membership Directories** - A discussion was opened by Cheri regarding format and costs associated with printing the directory.

After a consensus, it was decided to keep the format the same but to give the directories to the unit reps for distribution to members in their unit. If a member cannot be reached for accepting their directory, the rep can give it to Maryann Kincaid and she will mail it. This would save us the costs of mailing. Directories were given to the unit reps for distribution with the member's name on a master sheet and envelope to give out at their next meeting.

### **New Business**

**America Anniversary Gardens Neighborhood Awards** – The winners were announced by Cheri. The winners will be posted at the AAG website.

**Cheri made an announcement** that one of our unit reps, Don Saunders, had a heart attack and cards would be welcomed.

**North Carolina MG Conference-** Betty Villers gave a report on the conference. She shared a lot of ideas which could be used for MG College and she will share more of them with the MG College Committee.

### **Nominating Committee – Jim Scibek, Chair**

A committee will be formed to make nominations of officers for the 2008-2009. If anyone is interested in serving on this committee, they can contact Jim or Cheri.

### **Announcements**

Next VMGA meeting will be held on December 8 – Williamsburg at 10:00 a.m.

Meeting adjourned at 1:30 p.m.

Respectfully submitted,

Angela Cingale, VMGA Secretary

Virginia Master Gardener Association, Inc

Treasurer's Report

October 13, 2007

Balance Sheet  
Data As OF: 9/30/2007

**Assets**

Checking Account Balance	\$4,943.72
PDR Education Endowment CD Balance	\$8,379.00
Reserve CD #1 Balance	\$4,585.57
Reserve CD #2 Balance	\$4,509.13
Future Dues CD Balance	\$4,325.71
Fundraising Inventory	\$1,153.64
<b>Total Assets</b>	<b>\$27,896.77</b>

**Liabilities**

Unearned Income - Future Dues	\$5,441.71
Coordinator Endowment Funds Payable	\$20.00
Coordinator Endowment Planned Gifts Payable	\$0.00
Unearned Income - Education Programs	\$0.00
<b>Total Liabilities</b>	<b>\$5,461.71</b>



**Net Assets**

Accumulated Earnings \$18,503.54

Current Year Earnings \$3,931.52

**Total Net Assets** \$22,435.06

**Total Liabilities and Net Assets** \$27,896.77

Virginia Master Gardener Association, Inc

**Treasurer's Report**

October 13, 2007

Checking Balance as of 7/31/2007 \$12,410.88

Receipts \$2,153.46

Coord Endowment Gifts \$40.00  
FY 09-18 dues \$336.00  
FY 08 dues (current FY) \$396.00  
Education -\$219.00  
Fundraising \$1,550.46  
Gift for EEF \$50.00

Disbursements -\$7,640.18

Comm/Support \$0.00  
Coord Endowment Cmte -\$54.56  
Coord Endow Gift Transfers -\$851.11  
Education \$0.00  
EEF Scholarships \$0.00  
Elections \$0.00  
Fund Raising Cmte -\$6.66

	Fund Raising Gifts to	-
	Endowment	\$6,477.06
	Marketing	\$0.00
	Membership & Roster	-\$50.73
	Newsletter	-\$186.72
	State Fair	\$0.00
	Officers Expense	
	President	\$0.00
	Vice President	\$0.00
	Secretary	\$0.00
	Treasurer	-\$13.34
	Transfers	-\$1,980.44
	EEF Gift Transfers	-\$153.00
	Lifetime Dues Transfers	\$0.00
		-
	Reserve CD Transfers	\$2,000.00
	Fundraising Inventory	
	Transfer	\$172.56
Checking Balance as		
of	9/30/2007	\$4,943.72
	Interest Income on Reserve and EEF CD's	\$128.35
	Interest Income on Future Dues CD	\$35.10

Virginia Master Gardener Association, Inc

Treasurer's Report

October 13, 2007

**Year to Date Income & Expenses to Budget FY 08**

Income YTD

<b>Committee</b>	<b>Budget</b>	<b>Income</b>
Membership		
FY 08 (Lifetime/Prior Year)	\$3,300.00	\$3,276.00
FY 08 (Current FY)	\$1,900.00	\$1,548.00
Subtotal	\$5,200.00	\$4,824.00
Gift for EEF		\$63.00
Interest Income		\$258.00

Gifts for EEF Scholarships	\$200.00	\$0.00
Education	\$3,000.00	
Fundraising	\$3,000.00	\$5,462.48
<b>total</b>	<b>\$11,400.00</b>	<b>\$10,607.48</b>

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 Endowment	\$3,000.00	-\$5,410.26	-\$2,410.26
Marketing	\$200.00	\$0.00	\$200.00
Membership & Roster	\$2,000.00	-\$183.38	\$1,816.62
Newsletter	\$1,700.00	-\$402.81	\$1,297.19
State Fair	\$300.00	\$0.00	\$300.00
Officers Expense			
President	\$125.00	\$0.00	\$125.00
Vice President	\$25.00	\$0.00	\$25.00
Secretary	\$35.00	\$0.00	\$35.00
Treasurer	\$35.00	-\$27.29	\$7.71
<b>total</b>	<b>\$12,145.00</b>	<b>-\$6,675.96</b>	

Year to Date Endowment & Restricted Funds Transactions FY08

Fund	Balance to Start Fiscal Year	Funds Received	Transfers	Balance
Coordinator Endowment	\$595.11	\$276.00	-\$851.11	\$20.00
Lifetime Dues FY 09-18	\$216.00	\$900.00	\$0.00	\$1,116.00
Education Endowment	\$90.00	\$63.00	-\$153.00	\$0.00
Planned Gifts to Coord Endow	\$1,066.80	\$5,410.26	-\$6,477.06	\$0.00
Reserve Funds CD's			-\$2,000.00	
<b>total</b>				<b>\$1,136.00</b>

Virginia Master Gardener Association, Inc.

Bi-Monthly Board Meeting  
December 8, 2007  
James City County/Williamsburg

## **Final**

### **Attendance**

(Alexandria/Arlington) Vivian Ballard; (Bedford) Bob Gamache, Patty Gamache; (Chesapeake) Pinky Derieux; (Chesterfield) Lynne Foote; (Fairfax-Merrifield) George Graine; (Fauquier) Jim Scibek; (Gloucester) Florace Arnold, Bonnie L. Bernard; (Halifax) Bill McCaleb; (Hanover) Christy Brennan, Cheri Haggerty; (Henrico) Beverly Cochrane, Erica Gilliam; (Isle of Wight/Surry) Betty Jo Hendrix; (James City County/Williamsburg) Dave Banks, MaryAnn Carlson, Angela Cingale, Carol Conner, Pat Crowe, Vane Davis, Sarah Dougherty, Leanne DuBois, Lynn Flood, Carol Fryer, Art Gustafson, Barbara Gustafson, Jim Kavitz, Frances Knight, Denny Mehigan, Lyn Natanski, Sheila Nigro, Diana Nolan, AnnE Odle, Jim Pressly, Nelda Pressly, Ruth Schutz, Sally Sissel, Susan Voigt, Bob Winters, Jean Winters, Donna Xander ; (Loudoun) Pat Martin; (Newport News) Anita Smith; (Norfolk) Don Snipes; (Northern Neck) Julie Denny; (Powhatan) Nancy Golden; (Prince George) Cheryl Sebera; (Prince William) Frank Reilly, Pat Reilly, Bill Scott; (Roanoke) Kathryn Debnar; (Rockbridge) David Mims; (Virginia Beach) Paul Campbell, Jim Kincaid, Mary Ann Kincaid, Fran Shelton; Betty Villers; (VT/VCE) Dave Close; (York) Jackie Lohr.

### **Call to Order**

President Cheri Haggerty called the meeting to order at 10:00a.m.

### **Introductions**

**Anne Odle**, James City County/Williamsburg Representative, welcomed everyone, thanked the hosting committee and made a couple of announcements. Dave Banks, President, welcomed everyone to the historic triangle. Leanne DuBois, JCC/Williamsburg/New Kent Extension Agent, told us about the growth in the unit and their importance in giving the gift of nature to the community.

Introductions followed around the room

### **Minutes – Angela Cingale**

The October minutes were accepted as sent to the membership and posted on the website.

### **Treasurer’s Report – Ted Jenks**

In absence of Ted Jenks, Bill Scott presented the Treasurer’s report which was accepted pending audit

## **COMMITTEE REPORTS**

### **Education - Fran Shelton, Pinky Derieux, Co-Chairs**

Fran reported she has been to the newly renovated Mount Vernon buildings and they were spectacular and the gardens were beautiful. George is checking into the

possibility of having an April or early May program there. She would like to plan a Friday event and feels that location would be good for travelers because of the many attractions in that area. The committee tries to hold 2 events a year in different parts of the state so that everyone has the opportunity to attend an educational program. There are also educational opportunities at MG College as well. As plans are finalized, she will inform us

#### **Newsletter - Florace Arnold, Editor**

Cheri introduced and thanked Florace Arnold, retiring editor of the VMGA newsletter for 5 years. She received a round of applause. Our president thanked Florace for her hard work and dedication in editing the VMGA newsletter. She was given a round of applause for her dedication and efforts. Cheri proposed that we have a team consisting of a content editor who will proofread and oversee the articles, and a layout/graphics editor. Dawn Myerriecks, Loudoun MG, has volunteered to be the Layout Editor. Cheri asked the membership for volunteers or to recommend someone who would be interested in handling this important job.

#### **Membership – Mary Ann Kincaid, Chair**

As of December 4th, there were 501 members; 339 are Active members; 5 are Auxiliary members; and 157 are Lifetime members. This is an increase of 15 members since our October meeting. There are 143 who did not renew. Lifetime members will be surveyed to confirm they have “active’ status.”

#### **Unit Support/Communication - Frank Reilly, Chair**

**Unit Support Members:** Pat Reilly, Karen Sacasky, Pinky Derieux.

The unit support committee answered questions from a unit concerning Incorporation vs. Association; tax exempt status and application; and sales tax.

#### **Communication Committee Members:**

Cheri Haggerty, Kathryn Debnar, Shelby Snyder, Tom Bolt, Betty Truax, George Graine, and Jim Kincaid

The VMGA.net website marked the 9<sup>th</sup> anniversary as of November 12<sup>th</sup>. We’ve grown from a single page giving the minutes of the last meeting to a large web site with more than 240 pages of content and more than 100,000 (131,460) visitors annually. Since the October regularly scheduled meeting there have been 2029 visitors to VMGA.net and the web page has been updated on 44 separate occasions. The most popular pages in the last two months have been Calendar, about VMGA, resources, and membership; but more than 58% of our page views come in through the front page. Kathryn Debnar is currently accepting changes to the calendar. Membership Applications are available on-line at the Membership page. We added a Banner ad to the page to facilitate subscriptions to Fine Gardening. Frank reminded us that we get a

stipend for every NEW subscription obtained from the web site. The committee is currently working on the MG College Recruiting presentation and could use some photos of activities, and the Sunday going away picnic. The presentation is planned for distribution in January or presented at the February meeting.

#### **Finance Committee: Bill Scott**

Committee Members – Nancy Golden, Ted Jenks, Jim Kincaid, Brenda Shimchik

Bill reported that a committee was being recruited to assist with next year's budget and they'll try to get together late January. The committee can meet electronically or in person to prepare and finalize the finance report.

#### **Special Reports**

##### **MG Coordinator Endowment – Pat Reilly, Chair**

Pat reported that there is **\$241,336.75** in the MG Coordinator Endowment Fund. She discussed ways of bequeathing donations by making various bequests through estate planning and gave examples of MG's who have pursued this way of donating to the endowment fund, i.e. insurance policies, cash, or 401K retirement plans. To reach the million dollar goal she had a chart that showed the amount of donations needed as follows:

1 corporation/foundation-\$250,000; 2 people/businesses- \$100,000; 4 people/businesses - \$50,000; 10 people/businesses-\$10,000; 100 people to donate \$50.00 for 5 years (\$250 total) more than 100 VCE MG volunteers have already pledged this amount. She asked every unit to contribute \$100.00 to assist with this effort. Each unit is being contacted to donate by Kathryn Debnar. Pat encouraged the units to request a member of the endowment committee to give a presentation at one of the monthly meetings to familiarize members with options of gifting. Due to the state budget cuts every year, the MG Coordinator position is in jeopardy every year due to funding shortfalls. The Reilly's will donate \$250.00 for every invitation extended by a VCE unit for a presentation given by a member of the endowment committee.

##### **Fund-Raising – Betty Villers, Chair**

Betty is still selling T-shirts for \$10.00, license plate holders at \$3.00 and decals at \$2.00 each. She sold \$250.00 the same day of meeting. All the proceeds go toward the MG Endowment Fund.

##### **Extension Liaison - Dave Close, MG Coordinator**

**AAG** – Dave reported that he's winding down the project by holding three focus groups. Facilitators will be interviewing growers and retailers to determine the projects impact on our industry partners. Two groups will be held in December and one in February as follows; December 10th in Richmond, December 11th in

Chesapeake, and February 18th in Fairfax. **Fall In-Season** will be posted on the VA Tech web next week. **The Pest Management Guide** is available to order. Orders received by January 4, 2008 with ship the following week. **Tour of VA** - since the October meeting, he has met with the Fairfax MG unit for the first time at Green Spring Gardens. **Handbook Revisions** - we are still on track for a fall 2008 release of the next edition. A grad student just completed editing of the chapters submitted so far. There are a few more chapters to be assigned and reviewed. At least 4 more are currently in the process of being revised.

**Misc:** He and Dawn Lerch continue to make endowment visits. They recently made one contact in Northern VA. And he has written a first draft attempt as a letter of inquiry to send to some 40 corporations, publishers, or foundations. The letter is set to go out in January. They still have a target date of June 2008 to finish out the endowment. There is renewed urgency in funding the endowment due to the state budget shortfall and he requested we please continue to bring names and suggestions forward for us to pursue. Kathryn Debnar has been contacting the remaining units who have not contributed their minimum \$100 donation toward the endowment. Kathryn's work has netted two more commitments. The **opportunity with Fine Gardening** to raise \$10/new subscription for the VCE MG program and this promotion will run through **May 2008**. Virginia Tech should receive the first check by January 2008. Links to the promotion are on both the VMGA website and the Horticulture MG website. **Dave traveled to Davis, CA** for the Horticulture Forum III. **eXtension** will be officially launched in February of 2008 and he'll be working with a group of Consumer Horticulture Specialists and MG Coordinators in early January to publish some horticulture FAQs for the Horticulture Community of Practice. There will also be a national assessment of the MG Program and Dave expects to be involved with this process. The National MG Coordinators Conference (for state and paid county coordinators) will be October 8-10, 2008. VA is hosting and they will be spending majority of the time in Washington, DC and hope to have a legislative reception at the US Botanical Garden. Budget cuts – \$2.36 million in 2008-09. The governor will announce on December 17 the details of the cutbacks at which time VT will know specifically how it will be impacted. Reilly Challenge for endowment – for every invitation extended to anyone on the VMGA Endowment Committee (including Dave and Dawn Lerch) to speak to a group of at least 20 MGs and/or potential donors (all offers will be considered), Frank & Pat Reilly will pledge \$250 of their own money toward the endowment. These invitations and presentations must be completed before MG College 2008.

**VT Engage website**– [www.engage.vt.edu](http://www.engage.vt.edu). This is a challenge to volunteer 300,000 hours of service by the end of the spring 2008 semester. This is to honor the victims of the April 16th shooting. MG program has been encouraged and invited

to join the effort. You would not be volunteering above and beyond what you normally do, just self reporting it to the VT Engage program as a means of support to the community. MGs will become more visible when VCE unveils it's new and improved website with MGs on front page with our projects and stories.

The Virginia Horticulture Dept recently ranked #9 in nation by Chronicle of Higher Education as follows:

1. Florida - (Environmental Horticulture);
  2. U. Wisconsin - Madison (Horticulture);
  3. UC - Davis (Horticulture & Agronomy);
  4. Michigan State U - (Horticulture);
  5. Purdue U. (Horticulture);
  6. Cornell U. (Horticulture);
  7. Iowa State U - (Horticulture);
  8. Washington State U. - (Horticulture);
  9. **Virginia Polytechnic Inst. - (Horticulture)**;
  10. Texas A & M - (Horticultural Sciences).
- More discussion followed different ideas in obtaining donations for the Endowment Fund including corporate gift matches for retired employees for charitable organizations and other ideas for contributions.

### **Unit Reports**

The Unit reps attending were asked to send their reports to the secretary at [arcingale@cox.net](mailto:arcingale@cox.net). They will be posted at [www.VMGA.net](http://www.VMGA.net) and highlights printed in the next newsletter. The question for this meeting was "What does your Unit charge for MG Classes and does the amount have an effect on retention of MGs.

### **Unfinished Business**

#### **Nominations Committee – Jim Scibek, Chair**

Committee members – William McCaleb, Pat Martin, and Paul Campbell

Jim is looking for additional members to the existing nominations committee. If someone is interested they should see either Jim or Cheri and express their interest. Jim will meet with his committee and have a slate of officers ready for the February meeting.

**Logo** – Cheri reported that designs and ideas for the VMGA logo were received and a decision was going to be made on which logo would be chosen. Pat Reilly gave history of how the VMGA logo was decided awhile ago with a lot of time and many discussions before one was approved by VMGA members and VCE. The current logo used by VCE is the original logo of the VMGA. Cheri will turn over the designs that she has received to Liz Maurer, VA Beach MG, who designed the water logo for MG College in 2007. There may be other uses and suggestions for the design she comes up with which can be incorporated into a VMGA item in time for MG College.

**Maymont Booth** - Cheri had handouts and gave us the dates for the Maymont Flower and Garden Show. If any unit has seminars or educational programs coming up they



should provide them to Cheri or bring them to the flower show and display them. She had a sign-up sheet for anyone who wanted to volunteer for one of the time slots during **February 21 thru the 24th.**

### **New Business**

Virginia Green Industry Council membership – Our president, Cheri, asked if the VMGA Association would consider becoming members of this non-profit group for a \$50.00 yearly fee. The VGIC organization wants MG volunteers to educate the public on various topics. They are also members of the Council of Association of Landscape and Green House Growers. Dave has approved hours for this collaboration between Master Gardeners and the VGIC. A motion was made and seconded to approve this expenditure for this year. A VGIC brochure was passed around for members' perusal. Cheri will be the representative for VMGA and David Mims, Rockbridge, will be alternate.

Electronic election of officers - Jim Scibek

To offset mailing costs of the 355 ballots, as we do for the newsletter, he asked if we could conduct an electronic election by e-mail for members that have internet access and for those without e-mail to send it by regular mail. Patti Gamache made a motion to incorporate in the by-laws for ballots to be counted as a vote by either electronic or regular mail for the elections of officers by active members. It was seconded and was opened for discussion. "A two thirds majority vote of the active and life membership is needed for amending the by-laws, providing that notice has been given to the members at least 30 days prior to the meeting when they are to be voted upon". Pat Reilly stated that the way the wording is written in the by-laws, it has to do with the number of days prior to MG College as follows: Under article 4, section 2, which reads, "that officers will be elected by a majority vote of the membership responding by mail at least one hundred (100) days prior to the annual meeting." The annual meeting is conducted the third week of June at MG College. One of the issues of the way it's stated in the by-laws now is that it could take some voting members as much as 150 days for those ballots to be returned and counted in time for the annual meeting in June. Patti Gamache withdrew her motion until the membership investigates further and clarifies how to amend and change the by-laws. An ad-hoc committee was formed consisting of Frank Reilly - Chair, Patty Gamache, Katherine Debnar, Pat Martin and Nancy Golden. More information from the committee will be available at the February meeting. It was pointed out that we may not have enough time to do it for this year because a newsletter committee is not in place to produce a newsletter to announce the proposed slate of officers. If it is not possible for this year's election, it will be voted upon and put in place for the following year.

### **Announcements**

- Next VMGA meeting will be hosted by the Henrico unit in Richmond - on February 9th at 10:00 a.m.
- Horticulture Short Courses are being offered in Richmond and Virginia Beach

- Franklin County MG Guide which is a land care and landscaping guide is available for \$15.00. There is a fee of \$3.50 designated as donation to the VMGA Endowment Fund – There will be more information regarding the guide at VMGA.net
- Bud Gregory and Joan Richards have had illnesses and could use some get well cards by fellow MGs

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Angela Cingale

VMGA Secretary

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

**December 8, 2007**

**Balance Sheet**

Data As OF: 11/30/2007

**Assets**

Checking Account Balance	\$3,495.05
PDR Education Endowment CD Balance	\$8,452.30
Reserve CD #1 Balance	\$4,625.05
Reserve CD #2 Balance	\$4,527.39
Future Dues CD Balance	\$5,482.21
Fundraising Inventory	\$964.67

	<u>\$27,546.6</u> 7
<b>Total Assets</b>	
<b>Liabilities</b>	
Unearned Income - Future Dues	\$5,806.21
Coordinator Endowment Funds Payable	\$120.00
Coordinator Endowment Planned Gifts Payable	\$286.03
Unearned Income - Education Programs	\$0.00
	<u>\$6,212.24</u>
<b>Total Liabilities</b>	
<b>Net Assets</b>	
Accumulated Earnings	\$18,503.54
Current Year Earnings	\$2,830.89
	<u>\$21,334.43</u>
<b>Total Net Assets</b>	

<b>Total Liabilities and Net Assets</b>	\$27,546.67
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**Virginia Master Gardener Association, Inc  
Treasurer's Report**

December 8, 2007

Checking Balance as of	9/30/2007	\$4,943.72
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Receipts		\$878.03
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Coord Endowment Gifts	\$100.00
FY 09-18 dues	\$324.00
FY 08 dues (current FY)	\$168.00
Education	\$0.00
Fundraising	\$286.03
Gift for EEF	\$0.00

Disbursements		\$1,399.67
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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 Endowment	\$0.00

	Marketing	-	\$175.00
	Membership & Roster	-	\$720.01
	Newsletter	-	\$217.60
	State Fair	-	\$287.06
	Officers Expense		
	President	\$	0.00
	Vice President	\$	0.00
	Secretary	\$	0.00
	Treasurer	\$	0.00
	Transfers	-	\$927.03
	EEF Gift Transfers	\$	0.00
	Lifetime Dues Transfers	\$	1,116.00
	Reserve CD Transfers	\$	0.00
	Fundraising Inventory Transfer	\$	188.97
Checking Balance as of	11/30/2007		<u><u>\$3,495.05</u></u>
	Interest Income on Reserve and EEF CD's	\$	131.04
	Interest Income on Future Dues CD	\$	40.50

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

December 8, 2007

**Year to Date Income & Expenses to Budget FY 08**

Income YTD

<b>Committee</b>	<b>Budget</b>	<b>Income</b>
Membership		
FY 08 (Lifetime/Prior Year)	\$3,300.00	\$3,276.00
FY 08 (Current FY)	\$1,900.00	\$1,716.00
Subtotal	\$5,200.00	\$4,992.00
Gift for EEF		\$63.00
Interest Income		\$389.04
Gifts for EEF Scholarships	\$200.00	\$0.00
Education	\$3,000.00	
Fundraising	\$3,000.00	\$5,748.51
total	\$11,400.00	\$11,192.55

Expenses YTD

<b>Committee</b>	<b>Budget</b>	<b>Expense</b>	<b>Year-End</b>
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 Endowment	\$3,000.00	-\$5,696.29	-\$2,696.29
Marketing	\$200.00	-\$175.00	\$25.00
Membership & Roster	\$2,000.00	-\$903.39	\$1,096.61
Newsletter	\$1,700.00	-\$620.41	\$1,079.59
State Fair	\$300.00	-\$287.06	\$12.94

Officers Expense

President	\$ 125.00	\$ 0.00	\$ 125.00
Vice President	\$ 25.00	\$ 0.00	\$ 25.00
Secretary	\$ 35.00	\$ 0.00	\$ 35.00
Treasurer	\$ 35.00	-\$ 27.29	\$ 62.29
	<hr/>		
total	\$ 12,145.00	-\$ 8,361.66	

Year to Date Endowment & Restricted Funds Transactions FY08

Fund	Balance to Start Fiscal Year	Funds Received	Transfers	Balance
Coordinator Endowment	\$ 595.11	\$ 376.00	-\$ 851.11	\$ 120.00
Lifetime Dues FY 09-18	\$ 216.00	\$ 1,224.00	-\$ 1,116.00	\$ 324.00
Education Endowment	\$ 90.00	\$ 63.00	-\$ 153.00	\$ 0.00
Planned Gifts to Coord Endow	\$ 1,066.80	\$ 5,696.29	-\$ 6,477.06	\$ 286.03
Reserve Funds CD's			-\$ 2,000.00	
	<hr/>			
total				\$ 730.03

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

**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 and Patty Gamache

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](http://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](http://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 Coney 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](http://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
<b>Total Assets</b>	<u><u>\$27,813.78</u></u>

**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
<b>Total Liabilities</b>	<u><u>\$6,832.35</u></u>

**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

**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

<b>Committee</b>	<b>Budget</b>	<b>Income</b>
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

<b>Committee</b>	<b>Budget</b>	<b>Expense</b>	<b>Year-End</b>
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

**Virginia Master Gardener Association, Inc.**

**Bi-Monthly Board Meeting  
April 12, 2008  
Portsmouth  
(Draft)**

## **Attendance**

(Alexandria/Arlington) Vivian Ballard; (Bedford) Patty Gamache; (Chesapeake) Pinky Derieux, Charles Lastinger; (Fairfax) George Graine, Gwendolyn Graine ; (Fauquier) Jim Scibek; (Gloucester) Bonnie Bernard, Jim Newton; (Hanover) Christy Brennan, Cheri Haggerty; (James City County/Williamsburg) Angela Cingale, Susan Giandomenico, Anne Odle; (Loudon) Pat Martin; (Newport News) Valerie Porter, Anita Smith; (Norfolk) Don Snipes; (Northern Neck) Ted Munns, Jr. ; (No. Shenandoah) Bud Gregory, Fran Gregory; (Portsmouth) Marilyn Bradley, Alice Butler, Paul Butler, Joan Cary, Lu Anne Copeland, Maggie Creamer, Linda DeWitt, Linda Etheridge, Bunny Fenn, Sylvia Heaster, Tonya Insley, Evelyn Ray, Uta Rowe, Clara Spanos, Jen Suarez, Rosemary Vaughan; (Prince George) Mary Vinsh, Cheryl Sebera; (Roanoke) Kathryn Debnar; (Rockbridge) Ted Jenks; (Suffolk) Nita Holt; (Virginia Beach) Mary Ann Kincaid, Fran Shelton; Betty Villers; (VT/VCE) Dave Close

## **Call to Order**

President Cheri Haggerty called the meeting to order at 10:00a.m.

## **Introductions**

Lu Anne Copeland, Portsmouth Unit Rep Host, introduced Paul Butler who welcomed everyone. Councilwoman

Elizabeth Psmias thanked the Portsmouth Master Gardener's for their hospitality, spoke about the city sights, and presented the VMGA with a Portsmouth welcome tote.

## **Minutes – Angela Cingale**

The February minutes were accepted after a change is made to an omission of member, Patty Gamache, from the Ad-Hoc By-laws Committee for VMGA electronic voting.

## **Treasurer's Report – Ted Jenks**

Treasurer's report was accepted pending audit

## **Introductions**

Cheri introduced Cyndi Wyskiewicz, Extension Agent and introductions followed around the room.

## **COMMITTEE REPORTS**

### **Education - Fran Shelton, Pinky Derieux, Co-Chairs**

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

George Graine gave the continuing education report on the program planned for George Washington's home at Mount Vernon, Friday, September 19th. Dean Norton, Director of Horticulture at Mount Vernon is the featured speaker. We will also tour several gardens on the estate. The fee for VMGA members is \$20 and \$32 for non-members. Non-members may apply \$12 of the fee towards membership in VMGA. No charge for parking. Entrance fee to the estate is included with the \$20 or \$32 cost. A registration form is being prepared and will be included in the MG college goody bag.

### **Newsletter - Cheri Haggerty, Interim Content Editor**

Members: Tom Bolt (Electronic Distribution), Dawn Myerriecks (Layout Editor), MaryAnn Kincaid (Mailing Information)

Cheri reported that Dawn Myerriecks, Loudon County, has been working on the graphics and layout of the VMGA newsletter. We still need a Content Editor who will coordinate all the articles for the newsletter. A VMGA unit could volunteer as content editors or to assemble the newsletter.

#### **Membership – Mary Ann Kincaid, Chair**

As of April 10th, there are 604 members of the Virginia Master Gardener Association. Of these, 443 are Active members; 5 are Auxiliary members; and 156 are Lifetime members. This is an increase of 90 members since our February meeting. The total number of members whose membership will expire on May 31st, 2008 will be about 225 and 5 of the Auxiliary as well.

**VMGA Lifetime Member Update report:** In February, a lifetime member Update Form was sent via e-mail to all 158 members. A follow-up was sent in March and as of April 11th, 85 members (54%) responded with information gained from the responses which included: 2 opted to be removed from the list as they no longer an active Master Gardener; 3 sent in a donation to the MG Coordinator Endowment; 5 Volunteered for a Committee; 10 asked to have a newsletter e-mailed; 2 notified that a member was deceased; 1 had a new address; 1 had a new phone number. The results of contacting the Lifetime members are valuable and should be planned periodically. Lifetime membership fee is \$120 and they are asked to be active or they will receive Auxiliary status.

#### **Communication/Unit Support - Frank Reilly, Chair**

**Unit Support Members:** Pat Reilly, Karen Sacasky, Kerry Goldmeyer, Pinky Derieux. No activity to report since the February meeting.

**Communication Committee Members:** Cheri Haggerty, Kathryn Debnar, Shelby Snyder, Betty Truax, Tom Bolt, Paul Campbell, George Alapas, George Graine, Bob Schmidt

Dave Close gave the report in Frank's absence. Frank is working on a Powerpoint presentation promo for Master Gardener College which will be available by end/April on [www.advancedmastergardener.org](http://www.advancedmastergardener.org). The membership can obtain this electronic version by downloading from the website and showing it to their unit. The promo information is also available on [www.vmga.net](http://www.vmga.net). And the photos of MG College are being updated.

#### **Finance Committee: Bill Scott, Chair**

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

In Bill's absence, Cheri reported that the board and committee members will be contacted soon so their request for funds will be included in the 2008-2009 budget.

#### **Special Committees**

**MG Coordinator Endowment – Kathryn Debnar, Chair**

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

Kathryn reported that the present balance is \$248,333.26 with breakdown as follows: Cash on hand - \$112,259; Outstanding pledges – \$24,885, Individual pledge - \$100,000, Interest to date - \$11,181.13, in the MG Coordinator Endowment Fund. Kathryn reported a one time opportunity for obtaining \$100 from Sun Trust Bank is by having one of our members open a checking account and must be done by August. The next step is to have a committee trained, at the end of this month, by Larry and Linda Zemke, to go into corporations or foundations and give talks about the role of the MG Coordinator, the VA Tech foundation and VMGA regarding MGCEF and why we should support this endowment. The \$50 for 5 funds will be solicited again this year at MG College and that total will be added end of June 2008. The foundation handling the MGCEF will wait until we have the necessary funds toward the million dollars as we go to foundations and corporate sponsors. George Graine has given a list of potential philanthropic organizations that could be contacted and one of them has sent an inquiry to the foundation. These names will be channeled to Dave, Dawn Lerch or Kathryn and they will investigate it further. Bud Gregory has sent a list of matching donations from corporations. Nita Holt had some good ideas and was added as a member to the committee. It was suggested that a visual note, in an hour glass form with dollar amount, be included into the VMGA newsletter to inform our memberships and MG's throughout the state that additional funds are needed.

#### **VGIC (Virginia Green Industry Council) – Cheri Haggerty**

Website: [www.viriniagreen.org](http://www.viriniagreen.org)

Cheri gave us an update on VGIC activities which included their tracking of General Assembly bills which are important for the green industry and the environment. They've had a lot of success with additional legislation on "Green issues" for Virginia. On April 25<sup>th</sup>, VGIC will celebrate Arbor Day at the Capital in Richmond by planting a Crimson King Maple tree. On September 20<sup>th</sup>, is VGIC's Garden Festival (3<sup>rd</sup> one) at the Children's Science Museum in Richmond. If a unit would like to setup a table at this event, they are welcome to give their presentations to the public on environmental education.

#### **Search for Excellence, Christy Brennan, Chair**

Members: Angela Cingale, Bud Gregory

The "Brag Board" - "Search for excellence" committee met and will need additional time to incorporate some of the International rules which will need to be adapted or changed. A form will also be made available to the unit with required project information based on the Sustainable Land Management criteria. One of the questions on the form will be how many people were affected by a project and this will be

determined by surveys taken by the units. Christy was not sure if the guidelines would be ready for this year. Due to this being a transition year, the units will be advised to bring their best project which includes scrapbooks, actual education materials, slide shows or whatever format has been successfully used in the past. It was noted, at the National MG Conference, that submissions were judged by categories and the size of the unit. Next year, at MG College, judging will be based on the Search for Excellence criteria's reward system which will be reviewed by the membership and determine if we will continue with the fun trophies or institute a monetary gift. The committee will compile a Search for Excellence document, obtain additional comments and approval, and disseminate it to the units in time for next year's use. Brag Boards entrants were encouraged by every unit. Cheri announced that units that will be displaying their project boards should request their 4 or 8 foot table a couple of weeks before MG College.

### **State Fair – Christy Brennan, Chair**

The State Fair will again be in Richmond this year from September 25 thru October 5. Christy read a letter from Lorene Blackwood (Pumpkin Judge), SFVA senior director, programs, who sent a letter of praise to Christy for all her efforts and the MG's for their support over the years. She will retire this year but will continue to keep in touch with Christy and the MG's. Christy has met with the State Fair Committee and reported they have requested the VMGA booth include the strawberry DNA display as well as the bug cage which were huge hits. We will be in the same building this year and will have a benefactor at the Horticulture and Environment exhibit. Christy invited the MG units to enter the different planting categories. A new feature being considered is the "Mister Potatohead" contest for the children where they will decorate a potato with natural plants. More demos are also planned. Christy will have state fair sign-up sheets at MG college so we can volunteer on a day and time convenient for us. The notice will also appear on the website.

### **P.Diane Relf Scholar Endowment – George Graine, Chair**

Members: Bud Gregory, Jackie Lohr, Leslie Paulson, Don Snipes, Jean Bainbridge,  
Alternate

George reported that six \$100.00 scholarships are available this year. Only Extension Agents or Unit Coordinators may submit applications for a scholarship. Master Gardeners who are members of VMGA will receive priority in the selection process and of course they need to attend MG College. Deadline is May 16<sup>th</sup>.

### **Fundraising – Betty Villers, Chair**

Betty announced that she had another fund-raising item, a water bottle clip, which needed approval from the members. A motion was made to order the clips and additional T-shirts. She will order 250 clips saying "Master Gardener Volunteer" and

she will start selling them at MG College for \$2.00. Approved was also was permission to place an additional order for 87 T-shirts and 250 license plate frames. MGs will be encouraged to re-use their plastic water bottles for environmental purposes

#### **Extension Liaison - Dave Close, MG Coordinator**

1. The late winter issue of In Season was e-mailed and mailed this week to the membership. It highlighted the keynote speakers for our 2008 MG College. He requested that we please ask your local record keepers to update email addresses for your local volunteers. Out of 2,500 emails sent earlier this week between 250 and 500 addresses were no longer working. There has been a serious disconnect in getting it in the hands of volunteers, both in print and electronically. He has abandoned the In Season listserv due to spam problems. I have a new alternative that will hopefully resolve the problem. Charley is currently working on the spring issue which will only be available electronically (it is 14 pages instead of the usual 4).

2. Update on State Record Keeping System – Dave met with Craig Woods (director of CALS Information Technology division), Michelle Prysby (his counterpart in the VA Master Naturalist program), Kathy Sutphin (state program leader for 4-H representing the other VCE program areas – CV, FCS, EFNEP/CNEP), and Jim Riddell (Assistant Director for ANR, VCE) on March 11 to further discuss the status of the project. They left the meeting with the understanding Kathy would talk to the other state program leaders about the proposed system and try to secure buy-in. He has not heard back from Kathy since that meeting in early March.

3. MG College is coming together nicely. The MG College Advisory Team met on April 4 to polish a few details. The following speakers are confirmed as keynotes: Rick Darke, Colston Burrell, Michael Raupp, Robert McDuffie, and Rick Fell (entomologist at VT), Bob Lyons and Holly Scoggins. We also currently have more than 40 concurrent session choices and a nice list of tours (19 choices). In addition to the LCS module, a turf nutrient management tract will also be available including a tour on Thursday and at least 2 concurrent sessions on Saturday. Paul Campbell is in charge of recruiting moderators for the concurrent sessions. If we are willing to serve as a moderator (and Paul will instruct you on what to do and when to be where) please contact Paul either by phone (number is in the directory) or by email, [panda91@cox.net](mailto:panda91@cox.net). Continuing Education has produced the first draft of the registration page which should go live soon. He hopes to have the list of sessions and tours out very soon. He asked us to please check the state master gardener website hosted by VT. The promo slideshow will be available electronically at [www.advancedmastergardener.org](http://www.advancedmastergardener.org) one week from today. Promo CDs should be ready to send out in less than 2 weeks.

4. A team of VCE administrators (Jim Riddell, Steve Hodges), VCE specialists (Mike Goatley, Greg Evanylo, Laurie Fox, Rory MacGuire), and VCE agents (Lynnette Swanson, Karen Carter, Susan Edwards, Paige Thacker, Adria Bordas) met on April 8, to work on a Turf Nutrient Management program template based on existing programs such as Lawn Knowers, Great Scapes, Smart Lawns, and Turf Love. They are working with the VA Turf Grass Council to promote this program in other parts of the state where there is need and interest. They 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 one doesn't currently exist.

5. Fine Gardening – received a \$320 check, in March.

6. Saturday, May 3, we will be offering a Land Care training on the Weyers Cave Campus of Blue Ridge Community College. They will be covering topics such as right plant-right place, wildlife issues, exotic invasive plants, firewise landscaping, and how to reduce, reuse, and recycle yard waste. Registration is \$15 per person. You can learn more and register online at [www.advancedmastergardener.org](http://www.advancedmastergardener.org).

**7. Misc.** A panel of professors from Horticulture; Crop, Soil and Environmental Science and Plant Pathology & Weed Science departments has been assembled to review our programs. This review was requested by Dean Quisenberry. Dave will keep everyone posted on how it proceeds and the potential end results. Farm Bill Budget Reductions – Extension funding was hit pretty hard. b. The final 2008-09 budget details for VT will be set after the April 23 legislative veto session. Currently proceeding with original plan and intentions of a 3.5% base budget reduction. He will be working with our Consumer Horticulture National Committee to develop and conduct a national assessment of the Extension MG program. They will meet in June to begin the evaluation process. b. There is a new unit added in Surry County. Renewed efforts in Greensville/Emporia. Both units are offering training classes. There may be other new units popping up over the next couple of years. They are seeing some restructuring of the unit in Augusta & Rockingham counties.

### **Unit Reports**

The Unit reps attending were asked to send their reports to the Betty Villers. They will be posted on our website at [www.VMGA.net](http://www.VMGA.net), and printed in the next newsletter. The question of the day for the representatives was, "If you could sit down with the VCE administration at Tech, what would you like to discuss?"

### **Unfinished Business**

#### **Ad-Hoc Committee for VMGA Electronic Voting – Frank Reilly, Chair**

Members: Kathryn Debnar, Patty Gamache, Nancy Golden, Pat Martin



The proposed changes to both the By-laws and Standing Rules were approved and there were no additional comments regarding the new by-law changes. The changes suggested 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. It was approved by a two-thirds majority.

### **New Business**

Report on NoVa MGCaucus – George Graine reported that the Northern Virginia Master Gardener Caucus includes Extension Agents from the Northern Virginia area, VCE employees, and experienced Master Gardeners. Caucus members share oral and written information that benefit all concerned. George announced to Dave that the Caucus is prepared to support the fall meeting of the State Master Gardener Coordinators to be conducted in the Washington metropolitan area. As an example, George indicated that we could support a registration desk or perform other chores if he so desired.

Annual Audit – Cheri is looking for at least 3 volunteers to audit the books prior to annual meeting at MG College. Jim Scibek will assist the new people in this endeavor. Mary Ann Kincaid offered to forward names of VMGA members who expressed an interest in this area.

Goody bags-Silent Auction-New River Valley MG's – All units are asked to contribute items for the goody bags such as seed packets or scratch pads. Silent auction contact information will be sent requesting specific items with contact information.

Patty Gamache thanked Cheri on behalf of all the MG's for the outstanding job as President of VMGA for 2 years. A round of applause followed.

Sylvia Heaster, Portsmouth Unit Rep, announced that heirloom tomatoes were planted by the host MG's for this occasion and asked each member to take one home. Cheri thanks Portsmouth for their hospitality and gift.

### **Announcements**

VMGA June meeting - Friday, June 20, 5:00p.m. – Virginia Tech, Blacksburg - MG College

Annual Meeting – Saturday, June 31, 7:00p.m. – MG College

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Angela Cingale, VMGA Secretary

Virginia Master Gardener Association, Inc  
Treasurer's Report

April 12, 2008

**Balance Sheet**

Data As OF: 3/31/2008

**Assets**

Checking Account Balance	\$3,979.26
PDR Education Endowment CD Balance	\$8,598.90
Reserve CD #1 Balance	\$4,704.00
Reserve CD #2 Balance	\$4,567.80
Future Dues CD Balance	\$5,573.40
Fundraising Inventory	\$726.60
<b>Total Assets</b>	<b>\$28,150.00</b>

**Liabilities**

Unearned Income - Future Dues	\$7,421.40
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Coordinator Endowment Funds Payable	\$225.00
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Coordinator Endowment Planned Gifts Payable	\$0.00
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Unearned Income - Education Programs	\$0.00
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<b>Total Liabilities</b>	<u>\$7,646.41</u>
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**Net Assets**

Accumulated Earnings	\$18,503.54
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Current Year Earnings	\$2,000.00
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<b>Total Net Assets</b>	<u>\$20,503.54</u>
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<b>Total Liabilities and Net Assets</b>	\$28,150.00
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Virginia Master Gardener Association, Inc  
Treasurer's Report

April 12, 2008

Checking Balance as of	1/31/2008		\$3,651.82
	Receipts		\$2,442.52
		Coord Endowment Gifts	\$859.08
		FY 09-18 dues	\$1,308.00
		FY 08 dues (current FY)	\$0.00
		Education	\$0.00
		Fundraising	\$242.44
		Gift for EEF	\$33.00
	Disbursements		\$2,286.64
		Comm/Support	\$0.00
		Coord Endowment Cmte	\$0.00
		Coord Endow Gift Transfers	-\$879.08
		Education	\$0.00
		EEF Scholarships	\$0.00
		Elections	-\$505.90
		Fund Raising Cmte	\$0.00
		Fund Raising Gifts to Endowment	-\$761.98
		Marketing	\$0.00
		Membership & Roster	\$0.00
		Newsletter	-\$123.71

State Fair	\$0.00
Officers Expense	
President	\$0.00
Vice President	\$0.00
Secretary	-\$3.55
Treasurer	-\$12.42

Transfers \$171.56

EEF Gift Transfers	\$0.00
Lifetime Dues Transfers	\$0.00
Reserve CD Transfers	\$0.00
Fundraising Inventory Transfer	\$171.56

Checking Balance as of 3/31/2008 \$3,979.26

Interest Income on Reserve and EEF CD's	\$134.74
Interest Income on Future Dues CD	\$45.60

Virginia Master Gardener Association, Inc  
Treasurer's Report

**April 12, 2008**  
**Year to Date Income & Expenses to Budget FY 08**

Income YTD

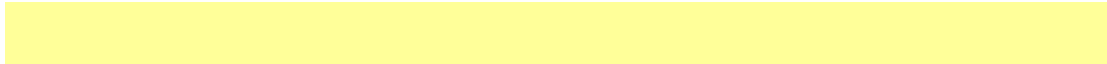
Committee	Budget	Income
Membership		
FY 08 (Lifetime/Prior Year)	\$3,300.00	\$3,276.00

FY 08 (Current FY)	\$1,900.00	\$1,788.00
Subtotal	\$5,200.00	\$5,064.00
Gift for EEF		\$96.00
Interest Income		\$655.01
Gifts for EEF Scholarships	\$200.00	\$0.00
Education	\$3,000.00	
Fundraising	\$3,000.00	\$6,224.46
total	\$11,400.00	\$12,039.47

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	-\$505.90	-\$30.90
Fund Raising Cmte	\$50.00	\$2.34	\$52.34
Fund Raising Gifts to Endowment	\$3,000.00	-\$6,172.24	\$3,172.24
Marketing	\$200.00	-\$250.00	-\$50.00
Membership & Roster	\$2,000.00	-\$1,015.89	\$984.11
Newsletter	\$1,700.00	-\$1,082.77	\$617.23
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	-\$3.55	\$31.45

Treasurer	\$35.00	-\$44.79	-\$9.79
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total	\$12,145.00	\$10,039.42	-
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**Year to Date Endowment & Restricted Funds Transactions FY08**

Fund	Balance to Start Fiscal Year	Funds Received	Transfers	Balance
Coordinator Endowment	\$595.11	\$1,360.08	\$1,730.19	\$225.00
Lifetime Dues FY 09-18	\$216.00	\$2,748.00	\$1,116.00	\$1,848.00
Education Endowment	\$90.00	\$96.00	-\$153.00	\$33.00
Planned Gifts to Coord Endow	\$1,066.80	\$6,172.24	\$7,239.04	\$0.00
Reserve Funds CD's			\$2,000.00	
total				\$2,106.00

**Minutes of the Regularly Scheduled Meeting of  
 The Virginia Master Gardener Association, Inc.  
 June 20, 2008  
 Blacksburg – Virginia Tech**

**Attendance**

(Bedford) Patty Gamache; (Carroll, Grayson, city of Galax) Charles Whittle; ((Fairfax) George Graine; (Fairfax-Green Spring) Joan Richards; (Fauquier) Jim Scibek; (Halifax) Donna Branda, Jeannine Hall, Bill McCaleb; (Hanover) Cheri Haggerty, Christy Brennan; (James City County/Williamsburg) Angela Cingale; (Loudon) Dave Hellums; (Northern Neck/Northumberland) Edward A. Munns Jr. (Prince George) Cheryl Sebera; (Roanoke) Kathryn Debnar; (Rockbridge/Bath) Ted Jenks; (Virginia Beach) Mary Ann Kincaid, Betty Villers; (Virginia Tech/VCE) David Close; (York) Jackie Lohr. .

**Call to Order - Welcome**

President Cheri Haggerty called the meeting to order at 5:05p.m. and welcomed everyone attending. She promised a short meeting. Introductions followed around the room.

**Minutes – Angela Cingale**

No corrections were made. Minutes will stand as posted on the VMGA website.

**Treasurer's Report – Ted Jenks**

Ted presented the budget as follows. Report was accepted pending audit. This report will be presented at the annual VMGA meeting.

Virginia Master Gardener Association, Inc  
Treasurer's Report

June 20, 2008

**Balance Sheet**

Data As OF: 5/31/2008

**Assets**

Checking Account Balance	\$6,714.86
PDR Education Endowment CD Balance	\$8,672.20
Reserve CD #1 Balance	\$4,743.49
Reserve CD #2 Balance	\$4,593.00
Future Dues CD Balance	\$5,619.01
Fundraising Inventory	\$611.02



	<b>Total Assets</b>	<u>\$30,953.58</u>
 <b>Liabilities</b>		
Unearned Income - Future Dues		\$10,107.01
Coordinator Endowment Funds Payable		\$0.00
Coordinator Endowment Planned Gifts Payable		\$0.00
Special Education Scholarship for Prince William		\$350.00
Unearned Income - Education Programs		\$0.00
	<b>Total Liabilities</b>	<u>\$10,457.01</u>
 <b>Net Assets</b>		
Accumulated Earnings		\$18,503.54
Current Year Earnings		\$1,993.03
	<b>Total Net Assets</b>	<u>\$20,496.57</u>

<b>Total Liabilities and Net Assets</b>	\$30,953.58
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Virginia Master Gardener Association, Inc  
Treasurer's Report

**June 20, 2008**

Checking Balance  
as of

3/31/2008

\$3,979.26

Receipts

\$4,292.40

Coord Endowment Gifts	\$1,084.00
FY 09-18 dues	\$2,640.00
FY 08 dues (current FY)	\$0.00
Education	\$0.00
Fundraising	\$128.40
Gift for EEF	\$440.00

Disbursements

\$1,672.40

Comm/Support	\$0.00
Coord Endowment Cmte	\$0.00
Coord Endow Gift	-
Transfers	\$1,309.00
Education	\$0.00
EEF Scholarships	\$0.00
Elections	\$0.00
Fund Raising Cmte	\$0.50
Fund Raising Gifts to Endowment	-\$128.90

Marketing	\$0.00
Membership & Roster	-\$107.55
Newsletter	-\$113.08
State Fair	\$0.00
Officers Expense	
President	\$0.00
Vice President	\$0.00
Secretary	\$0.00
Treasurer	-\$14.37

Transfers	\$115.60
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EEF Gift Transfers	\$0.00
Lifetime Dues Transfers	\$0.00
Reserve CD Transfers	\$0.00
Fundraising Inventory Transfer	\$115.60

Checking Balance as of	5/31/2008	<u><u>\$6,714.86</u></u>
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Interest Income on Reserve and EEF CD's	\$137.98
Interest Income on Future Dues CD	\$45.60

Virginia Master Gardener Association, Inc  
Treasurer's Report

**June 20, 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		\$186.00
Interest Income		\$792.99
Gifts for EEF Scholarships	\$200.00	\$0.00
Education	\$3,000.00	
Fundraising	\$3,000.00	\$6,352.86
total	\$11,400.00	\$12,395.85

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	-\$505.90	-\$30.90
Fund Raising Cmte	\$50.00	\$2.84	\$52.84
Fund Raising Gifts to Endowment	\$3,000.00	-\$6,301.14	\$3,301.14
Marketing	\$200.00	-\$250.00	-\$50.00

Membership & Roster	\$2,000.00	-\$1,123.44	\$876.56
Newsletter	\$1,700.00	-\$1,195.85	\$504.15
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	-\$3.55	\$31.45
Treasurer	\$35.00	-\$59.16	-\$24.16
total	\$12,145.00	-\$10,402.82	

#### Year to Date Endowment & Restricted Funds Transactions FY08

Fund	Balance to Start Fiscal Year	Funds Received	Transfers	Balance
Coordinator Endowment	\$595.11	\$2,444.08	\$3,039.19	\$0.00
Lifetime Dues FY 09-18	\$216.00	\$5,388.00	\$1,116.00	\$4,488.00
FY 09 Dues Thru 5/31/08		\$4,356.00		
Education Endowment	\$90.00	\$186.00	-\$153.00	\$123.00
Planned Gifts to Coord Endow	\$1,066.80	\$6,301.14	\$7,367.94	\$0.00
Reserve Funds CD's			\$2,000.00	
total				\$4,611.00

**Audit Committee: Cheryl Sebera**, Chairman, and committee members Mary Vinsh and Jim Kincaid performed the annual audit on June 11, 2008. Cheryl commended Ted for keeping excellent records. Their report will be included in the 2008 Annual Meeting

#### Unfinished Business

**Search for Excellence** – Christy Brennan, Chairman, and committee members Angela Cingale and Bud Gregory. Christy will report at the annual meeting.

#### Standing Committee Reports

The President's Report and all Committee Reports were deferred to the annual meeting, Saturday night, June 21st, 2008.

Education - Fran Shelton and Pinky Derieux, Co-Chairs

Newsletter – Cheri Haggerty, Acting Editor

Membership - Mary Ann Kincaid, Chair

Communication/Unit Support - Frank Reilly, Chair

**New Business** – The Silent Auction committee, Leslie Paulson and Sharon Corbin, have requested that the secretary send thank you notes to the units who donated items.

**Finance- Bill Scott, Chair**

**Members:** Ted Jenks, Lennie Mather, and Brenda Shimchick

Bill reported that the P. Diane Relf Education Endowment Fund needs to reach \$15,000 before it becomes self financing. He noted that there are CD's which are excess funds. The committee's recommendation is to move one of the reserved CD's with a balance of \$4,763 when it becomes eligible for a rollover. At that time, it can be rolled over into the existing PDR Educational CD which currently has a balance of \$8,709 resulting in a new total amount of \$13,472 and this will ensure that the fund is nearly self-sustaining to provide scholarships for future years. A motion to approve the finance committee recommendation and authorize the transfer was approved by all present

### **Special Committee Reports**

*Reports deferred to annual meeting*

State Fair – Christy Brennan

VMGA Fund-Raising – Betty Villers

State Coordinator Endowment Committee-Kathryn Debnar, Chair

Education Endowment Fund – George Graine, Chair

**Extension Liaison - Dave Close, MG Coordinator –**

Dave will give his report at the annual meeting

### **Unit reports**

The unit reps attending were asked to send their report to the secretary. They will be posted at [www.VMGA.net](http://www.VMGA.net) and printed in the next newsletter.

### **Announcements**

Ted Munns announced that Northern Neck will be holding their annual gardening fest on October 11<sup>th</sup>.

Next Board Meeting – August 9th – Prince William – Janet Scott is coordinating the details for the unit.

Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Angela Cingale – VMGA Secretary

**Virginia Master Gardener Association, Inc.**

**Annual Meeting**

**June 21, 2008**

**21<sup>st</sup> Master Gardener College**

**VA Tech**

**(Draft)**

**Call to Order –**

President Cheri Haggerty called the meeting to order at 7:00pm

**Introductions**

Cheri welcomed everyone and introduced the 2007 Officers, the board and committee members.

**Minutes – Angela Cingale**

The minutes from the Annual Meeting of 2007 were accepted as submitted.

**Treasurer's Report – Ted Jenks**

Ted presented the 2007 Annual Budget Report and discussed the new format which shows the new balance, a new fund-raising inventory section, expenses, assets, lifetime memberships, CD activity, and liabilities. Treasurer's annual report was accepted as read. The report is attached.

**COMMITTEE REPORTS**

**Education - Fran Shelton (VA Beach), Pinky Derieux (Chesapeake), Co-Chairs, Members: George Graine (Fairfax), Katherine Debnar (Roanoke), Debbie Hamilton (Prince William)**

Fran reported that the Spring program at Montpelier was cancelled due to circumstances beyond our control.

The Committee has put together an interesting program at Mount Vernon.

Registration will start at 9:00 AM, Friday, September 19.

The fee for VMGA members is \$20.00 and \$32 for non-members. Non-members may apply \$12.00 to membership in the VMGA. Registration forms will be available at VMGA.net.

**Newsletter- Cheri Haggerty: Interim Content Editor**

Florace Arnold (Gloucester), retired in December 2007 after serving as the Editor of the VMGA Report for 5 years. Thank You Florace!!!

A newsletter team was created with the following members:

Tom Bolt (Norfolk): Electronic Distribution Editor

Dawn Meyerricks (Loudoun): Graphics Layout Editor

Cheri Haggerty (Hanover): Interim Content Editor

Bi-monthly mailing averages 125 and the remaining 425 via e-mail

### **Membership – Mary Ann Kincaid, Chair**

As of June 15, there are 473 current members of the Virginia Master Gardener Association. Of these, 307 are Active members; 6 are Auxiliary members; and 160 are Lifetime members.

This is an increase of 50 members since June 2007.

We are awaiting renewal of 147 members whose memberships expired 5/31/08. This is a decrease in non-renewals of 35 compared to June 2007.

In an effort to update the roster information for VMGA Lifetime members, a Lifetime Update Form was e-mailed where possible and mailed otherwise to all 158 Lifetime members February 19, 2008. On March 10, a second request was e-mailed. 85 Lifetime members (54%) responded.

Information gained from the responses indicates that survey updates by Lifetime members have value and should be planned periodically

### **Communication/Unit Support - Frank Reilly, Chair**

**Unit Support Members: Pat Reilly, Karen Sacasky, Kerry Goldmeyer, Pinky Derieux, Cheri Haggerty, Frank Reilly, and whomever else we need.**

Handled two units' questions regarding 501(c)3 status, filing for it, sales tax, and non-profit status.

Began a project to track Unit impact throughout the state – We need some additional help to bring this to fruition.

Frank reminded Units -that a unit web site can be hosted by VMGA.net

### **Communication Committee - Frank Reilly, Chair**

**Members: Cheri Haggerty, Kathryn Debnar, Shelby Snyder, Betty Truax, Tom Bolt, Paul Campbell, George Alapas, George Graine, Bob Schmidt**

**November 12th marked our Ninth Anniversary as VMGA.net.**

There have been more than 300 pages of content, with 168550 visitors to VMGA.net since last year.

The most popular pages are: Hort Update, College, Calendar, Minutes, and Membership.

Nearly all of our visitors visit the front page during their stay. On average for every 100 who enter through the front page, only 35 stay on the page. The balance of visitors visit someplace else in the site. This makes it a very productive place to make announcements, and is why most new messages are mentioned there. The committee



has noticed a large reduction in the number of up-coming events posted on the site. This is a wonderful resource for units to advertise events.

**Finance Committee – Bill Scott (Prince William), Chair**

**Members: Ted Jenks (Rockbridge), Jim Kincaid (Virginia Beach), Nancy Golden (Goochland Powhatan), Brenda Shimchek (Hanover)**

The committee members met to compile the proposed budget using the following guidelines:

Membership dues are based upon prior year actual collections.

Revenue from education activities is projected on past experience and forecast to offset expenses.

Fundraising revenue represents income from the sale of t-shirts and other merchandise. Silent auction revenue will be given directly to the VT Foundation and will not flow through VMGA records.

The combined line item for Communication/Support expenses is composed of \$250 for Communications and \$50 for the Unit Support Committee.

Education represents the expenses of FY2009 educational activities forecast at a break-even level. Refer to the related income in the revenue section of the budget.

EEF Scholarships are forecast to be paid from operating funds in FY2009. The current VMGA endowment does not generate sufficient revenue to fund the scholarships and growth accumulation.

Election expenses represent the estimated costs of conducting the biennial election of officers. FY2009 is a non-election year.

Fundraising Gifts to VT Endowment represent the contribution of revenue from the sale of merchandise described above to the endowment for the state coordinator.

Membership & Roster expenses approximate the costs of producing the membership directory and other expenses incurred to acquire new members in FY2009. If an electronic solution were utilized, as discussed in the Finance Committee report, these costs would be significantly reduced.

Newsletter expenses are composed of \$983 for printing costs and \$317 for postage and labels to provide for the mailing of 125 issues. This assumes the remaining 450 copies are provided electronically by email.

State Fair expenses are forecast at \$350. This represents an increase of \$50 compared to FY2008.

**The Proposed Budget For 2008**

**Membership**

Regular	\$ 1,600
Lifetime/Advanced Payments	3,600
Total Membership	5,200
Gifts for EEF Scholarships	-
Education	3,000
Fundraising	1,000
Total Income	\$ 9,200
Expenses	

Communication/Support	\$	300
Coordinator Endowment Committee		100
Education		3,000
EEF Scholarships		600
Elections		-
Fundraising Committee		-
Fundraising Gifts to VT Endowment		1,000
Marketing		300
Membership & Roster		2,000
Newsletter		1,300
State Fair		350
Officers' Expense		
President		125
Vice President		25
Secretary		35
Treasurer		65
Total Expenses	\$	9,200

The 2008 Budget was accepted as submitted.

#### **Fund Raising Betty Villers (Virginia Beach), Chair**

Since our annual meeting last year, we have sold 144 shirts, 448 license plate frames, and 303 decals for a profit of over \$2,100 going to the State Master Gardener Coordinator Endowment.

This year we are adding a water bottle clip that will fasten onto your water bottle so you can attach your water bottle to your belt, waist band, pocket, purse, etc. These will sell for \$2.00

#### **Silent Auction Committee, Leslie Paulsen and Sharon Corbin (Prince William), Co Chairs**

Silent Auction of 2007: Over 100 items donated

Raised over \$3300 towards the MG Coordinator's Endowment

#### **P. Diane Relf Education Endowment Fund :George Graine, Chair (Fairfax),**

**Members: Jackie Lohr (York), Bud Gregory(No. Shenandoah), Don Snipes (Norfolk), Leslie Paulson (Prince William), Jean Bainbridge (Alternate) Halifax**

**The following six Master Gardeners were selected to receive a 2008 VMGA Scholarship to MG College.**

Tina Stephens	Fairfax
Karen Renda	Virginia Beach

Joyce Brannon	Henrico
Norman Garner	Chesapeake
Marilyn Spencer	Prince William
Jeannine Hall	Halifax

**Endowment Committee : Katherine Debnar, Chair**

- February I assumed the Chair of the Committee from Pat Reilly
- In May Team met in Charlottesville with Linda and Larry Zemke of Z Squared Marketing of Louisa. We expect a renewed effort with fresh materials
- A number of presentations have been made to MGs around the state
- We have passed the \$250,000 mark with more than \$1000 in checks this year at MG College

**State Fair- Christy Brennan, Chair**

- The 2007 VA State Fair was a huge success. Not even the State Fair could produce rain for the Richmond area. Because of the hot and dry conditions everyone came to the Fair -doubling our recorded contacts to over 10,000! Our best year ever!. Lorene Blackwood sent a wonderful Thank You Note to the Master Gardeners, thanking us for being a part of the Horticulture Pavilion, the largest out -door class room and Fairs success. Over 25 counties and units volunteered their time. Thank You to everyone for a great Success!
- The 2008 State Fair will be held at the Richmond Race Way for the last time. Dates are September 25<sup>th</sup> to Oct 5<sup>th</sup>. There are lots of educational opportunities for children and adult's, we will have demonstrations on pruning crape myrtles, pruning in general, composting, vermiculture, good and bad bugs, and land stewardship including fire wise landscaping.
- There are still lots of open slots for unit reps to volunteer their group, Contact Christy [ctb47@comcast.net](mailto:ctb47@comcast.net) to schedule your unit.

**Extension Liaison - Dave Close, MG Coordinator**

- The handbook revisions have been received and are in the process of being reviewed and updated – scheduled release in October. There will be no extreme changes and a wild life chapter will be added.
- National State Coordinators Conference – Virginia will be the host Oct 8<sup>th</sup>- 10<sup>th</sup> in the DC area. There will be lots of opportunities for ~~the~~ MG's to help out.
- State Record keeping system – has been approved but a slow implementation process.
- Unit E-mail addresses- the VMGA Executive Board met with Dean Quisenberry and Dean McCann to discuss unique e-mail addresses for units. Dave will meet with units to discuss specific design and content needs.
- Landcare Training- 2 programs are starting in the James City and DC / Northern VA area. One unit, Hanover has an existing strong Landcare Stewards program.

- Firewise Landscaping- a prominent issue in several counties– MG’s are asked to target training needs for home owners and general public. Extension has several publications available.
- The Plant Science Department will remain a separate degree program in Horticulture, although there is still an effort to combine efforts to develop a stronger department during the budget constraints. Recruitment materials are available through Va. Tech.
- There is a national review of Extension and the Master Gardener program and Dave will be working with the committee.
- Dave thanked the Zemke’s (Linda and Larry from Louisa) of Z Squared for advising the endowment team on marketing techniques.

**Presidents Report: Cheri Haggerty**

This year have VMGA members have participated across the state in several venues

June 2007 - June 2008 MGCAT

September 2007 - State Fair

October 2007 - VGIC Garden Festival

February 2008 Maymont Flower Show

Ongoing - Beautiful Gardens Program -- MGs statewide have volunteered over 5500 volunteer hours valued at \$19.72 an hour to this program

1.) In April the by-laws were updated to allow for better means of communicating with the membership and possible electronic balloting. The suggested wording changes DO NOT REQUIRE electronic balloting. The update replaced 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.

The Board ~~had~~ approved that the VMGA join the VA Green Industry Council (VGIC). We were asked to participate due to our strong volunteer base. Cheri Haggerty is our representative on the Council.

Sites for the VMGA Bi-Monthly Meetings –it was her vision to have each meeting in a different district and this has been very successful. There are several opportunities for Units to participate for next year.

- The current 2007 meeting calendar is :  
August – Prince William

October – Northern Neck

December- Clarksville

- For 2008 the schedule is:  
February-Open

April- Open

June \_ VA Tech MG College

August- open

October – Open

December- Open

Cheri thanked Gwen Ewing and the New River MGs for assembling the Goody Bags for MG College.

#### **Unfinished Business-Cheri Haggerty**

We will need a unit to volunteer to assemble next year's MG College Goody Bags.

We also need Help for the Webmaster. This is the perfect time to see Frank Reilly, VMGA Webmaster, about how you or your Unit's webmaster can contribute to updating the Website as needed.

We are in search of the Newsletter Content Editor, come join the VMGA Newsletter Team!

**Election committee: Jim Scibek, Chair** Committee members – William McCaleb, Pat Martin, and Paul Campbell

Feb 16<sup>th</sup> 2008 538 ballots were mailed to VMGA members  
245 ballots were returned

Results of the election:

President – Betty Villers

Vice President \_ Cheryl Sebera

Secretary-Christy Brennan

Treasurer- Bill Scott

The New Officers were introduced to the Membership

## Announcements

Results of 2008 Brag Board Competition:

SLM 1 -James City County

SLM2 - Bedford

SLM3 – Loudoun

SLM4- Chesapeake

SLM5- Louisa

Best overall Chesapeake

The Northern Neck MG's have issued a challenge to units that win all 5 SL's and the Best Overall Award – they will be donating the trophy.

The total generated by the Silent Action was over \$4,200.00. That amount was donated to the MG Coordinator Endowment Fund.

Next VMGA meeting will be held on August 9th – Prince William 10:00 a.m.

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Christy Brennan, VMGA Secretary

Virginia Master Gardener Association, Inc  
Annual Treasurer's Report

June 21, 2008

### Balance Sheet

Data As

OF: 5/31/2008

#### Assets

Checking Account  
Balance

\$6,714.86

PDR Education Endowment CD  
Balance

\$8,672.20

Reserve CD #1 Balance	\$4,743.49
Reserve CD #2 Balance	\$4,593.00
Future Dues CD Balance	\$5,619.01
Fundraising Inventory	\$611.02
<b>Total Assets</b>	<u><u>\$30,953.58</u></u>

**Liabilities**

Unearned Income - Future Dues	\$10,107.01
Coordinator Endowment Funds Payable	\$0.00
Coordinator Endowment Planned Gifts Payable	\$0.00
Special Education Scholarship for Prince William	\$350.00
Unearned Income - Education Programs	\$0.00
<b>Total Liabilities</b>	<u><u>\$10,457.01</u></u>

**Net Assets**

Accumulated Earnings	\$18,503.54
Current Year Earnings	\$1,993.03
<b>Total Net Assets</b>	<b>\$20,496.57</b>

Virginia Master Gardener Association, Inc

Annual Treasurer's Report

June 21, 2008

Checking Balance as of	5/31/2007	\$8,420.3
Receipts		\$16,508.9
	Coord Endowment Gifts	\$2,444.08
	FY 09-18 dues	\$5,388.00
	FY 08 dues (current FY)	\$1,788.00
	Education	\$0.00
	Fundraising	\$6,352.86
	Gift for EEF	\$536.00
Disbursements		\$14,708.8



Comm/Support	\$0.00	
Coord Endowment Cmte	-\$54.56	
	-	
Coord Endow Gift Transfers	\$3,039.19	
Education	\$0.00	
EEF Scholarships	-\$800.00	
Elections	-\$505.90	
Fund Raising Cmte	\$2.84	
Fund Raising Gifts to Endowment	- \$7,367.94	
Marketing	-\$250.00	
	-	
Membership & Roster	\$1,123.44	
	-	
Newsletter	\$1,195.85	
State Fair	-\$287.06	
Officers Expense		
President	-\$25.00	
Vice President	\$0.00	
Secretary	-\$3.55	
Treasurer	-\$59.16	
Transfers		-\$3,505.6
EEF Gift Transfers	-\$153.00	
	-	
Lifetime Dues Transfers	\$1,116.00	
	-	
Reserve CD Transfers	\$2,000.00	
Fundraising Inventory	-\$236.62	

Transfer

Checking Balance as  
of

5/31/2008

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\$6,714.8

Interest Income on Reserve and EEF CD's \$792.99

Interest Income on Future Dues CD \$246.50