

Virginia Master Gardener Association  
Bimonthly Director's Meeting April 8, 2017  
Lynchburg, VA

The meeting was called to order at 10:05 am by President Joe Kelly. He welcomed everyone on this beautiful spring day.

Joe introduced Deb Straw, Lynchburg Master Gardener Unit Representative. Deb provided some basic housekeeping instructions before introducing Elsie Moore, their Association President to us. Both reminded us that Lynchburg has many beautiful sights to visit. Their MG group has 123 members and they are busy with numerous projects including gardens at several city elementary schools and a perennial garden for bees and birds at a high school, Project Learning Tree (four elementary schools), Boys & Girls Club (garden) weekly where the kids can take home the crops that are harvested. During spring, summer and through fall they maintain a help desk (on Tuesdays), offer home visits to citizen with gardening problems, have a space at the Farmer's Market (Wednesdays and Saturdays), maintain beds and do floral arrangements at nursing homes, assist with the 4H program's 'Reality Store' for the 11/12<sup>th</sup> grade students at a local high school (*Louisa does this program with the 8<sup>th</sup> graders in their area*), and work with a garden at a juvenile detention center (Wednesday's). From November through March they are busy getting ready for their festival of gardening where they start seeds from scratch, then plant containers, for selling in the spring. They also have an Herb Garden at the Popular Forest (Jefferson's summer residence) and a speaker's bureau. In other words – they are a very busy MG group!

**President's report:** Joe Kelly (Alexandria/Arlington) asked if there were any first time attendees to a VMGA meeting, and there were several from the hosting unit - Lynchburg, and one person from Green Spring. He mentioned that Frank Reilly could not be with us today because of a recent surgery and that the Kincaid's are not here because of Jim's health. He also stated that Tom Bolt has had some health concerns recently. Joe then reminded everyone that the board meeting held in June at MG College is normally short since the topics will be brought up at the annual meeting. He asked that all committee reports be provided to either Wanda Gerard or Frank Reilly before June 15<sup>th</sup> so that all of the information can be prepared for viewing using bullets.

**Vice-President's report:** Joan Richards (Green Spring) had nothing to report since her assigned duties per the bylaws are 'done.'

**Secretary's report:** Wanda Gerard (Suffolk) reported that the minutes for February 11, 2017 meeting had been distributed electronically and asked if there were any changes that needed to be made, other than one person's name being spelled incorrectly. Being none, other than what was mentioned, she motioned that they be approved as written. They were seconded, and all were in favor of this. The clipboard with the unit representative roster began its way around the room for verification of contact information.

**Treasurer's report:** Treasurer Diane Kean (Northern Neck) reported that the Virginia Master Gardener Association has received approval for their "Virginia Exemption Application – Solicitations Not to exceed \$5,000". The approval letter received from the Department of Agriculture and Consumer Services (VDACS) has been scanned and sent to the web master, David Banks to post on the VMGA web site.

Diane then explained the financial position documents and made a motion that the report be approved as written. Edna Musser seconded the report. All were in favor.

**Standing Committees**

## **Communication Committee**

Submitted by Frank Reilly (Stafford / MAGCRA), Chair

Members: David Banks, Tom Bolt, Pat Reilly, and Henry Hurricane Thompson and whomever else we can get. We are looking for volunteers to help with the Newsletter. Please email Frank Reilly at [Frank@TheReillyGroup.net](mailto:Frank@TheReillyGroup.net) to volunteer.

1. We hope to be re-instated in time for next month's newsletter.
2. The Calendar page has undergone a major facelift. It is routinely one of the top three most visited pages on the website. Listing your activity can definitely help drive participants to your event. Please inform us of your events because our calendar needs calendar entries!
3. Recent changes to the website have reactivated the officer email addresses and removed a direct link to MG Gear ordering. The MG Gear change was made to help us maintain our ability to perform "occasional" sales and thereby avoid having to collect sales tax.
4. It was brought up that the webpage is not updated as frequently as it should be. When sending articles or information to David Banks for the web page, it is best to check on them after the time allocated

## **Membership Committee**

Submitted by Deb Ayers Straw, (Hill City MGA, Lynchburg), Chair

	<b>2/11/2017</b>	<b>2/11/2017</b>
<b>ACTIVE</b>	410	369
	(inc. 4 VCE Emeritus)	(inc. 4 VCE Emeritus)
<b>AUXILIARY</b>	3	2
<b>LIFETIME</b>	166	165
	(inc. 10 VCE Emeritus)	(inc. 10 VCE Emeritus)
<b>TOTAL CURRENT</b>	579	536

As of 4/8/2017 the membership total is 579 current members.

Renewal notices were sent to 347 members. As of 4/7/2017 we still need to receive 294 renewals.

Deb reported that there was a cliché in the On Line renewals that added \$6.00 shipping to your renewal. After contacting the webmaster, Dave Banks, this was corrected and folks received a refund if they had been charged the additional \$6.00.

The committee thanks those who have renewed their membership and who have encouraged new members to join. An application must accompany your dues in order for the committee to process your membership.

Deb Straw reported that we have received 2500 VMGA Membership Brochures. She informed the Representative that they are available for them to use in their own units. Dave Close, our State Master Gardener Coordinator, presented us with a new Tri-fold VMGA Membership poster. This is a prototype of what we are planning on obtaining.

Please remember that all correspondence is done electronically. Therefore members have the responsibility to update the

Membership Chair of any contact information changes. We want to be able to keep our membership informed.

Deb Straw reminded everyone that the VMGA Representative must also be a member of VMGA.

### **Education Committee**

Submitted by Erica Jones (New River Valley), Chair

Members: Wanda Gerard, and Betty Jo Hendrix.

The theme for the day will be TREES (with some perennials). The day is set for Sunday, August 27th in and about historic Winchester. The morning session will be at the Museum of the Shenandoah Valley (MSV) located in Winchester; and the afternoon session will take place at the state arboretum at Blandy.

Tentative Schedule	
9:00	Welcoming comments to all and we hear a bit about the history of the museum. Split into two groups after the talk and a break.
10:00	Half of the group will go on tour of the gardens at the MSV with Perry (of the MSV). The other half of the group will have a presentation on 'Trees' by John Seiler (from VA Tech).
11:00	A repeat of the above so both groups get to have the talk, and the tour.
Lunch is on your own (we will provide a list of places in the area where you can find lunch.) MSV does have a few picnic tables but not enough space for everyone to sit for lunch. There will also be a blue grass concert at the museum in the afternoon, so they will be busy arranging things for that. If someone wants to organize a lunch, please contact Erica.	
2:00	We will meet at the VA State arboretum as one group and listen to history of the arboretum. After the talk, we will split into two groups for tours of the arboretum.

Estimated costs:

\$150 to MSV

\$3 a person "donation" to arboretum

I have asked Dr. Seiler about \$\$ (I assume he is coming from Blacksburg) but have not received a response. It is a three-hour drive to get to Winchester from Blacksburg.

### **Finance Committee**

Pat Waring (Bedford), Chair

Members: Diana Henry, Bill Scott, Pat Reilly, and Diane Kean.

Nothing to report.

### **Fund Raising Committee**

Jody Purches (Appomattox), Chair

### **Merchandise Sales**

We are grateful to the Executive Board for approving \$1500 in additional funds for Merchandise Sales. With the funds we had left in our FY17 budget along with the \$1500 approved, we were able to purchase items to round out our inventory, satisfy back orders and allow us to replenish our inventory before MG College.

The current VMGA budget includes a line item for projected income received from MG Gear sales. The current budget calls for \$3600 in gross sales. To date the gross sales of MG Gear is \$3330.98. The net income from our sales goes directly to the VMGA Endowment Fund. As of today, our net income (gross sales – cost of goods) is only \$157.45 which is a far cry from years past.

This shortfall is due to a series of events that could not be anticipated under normal circumstances. In December, we made a rather large order of \$1352.03. Upon receipt of the order, we found that all the merchandise had been misprinted; rather than have the single Master Gardener logo on each shirt, each shirt was printed with the logo as well as James City County Master Gardeners under the logo. Of course, we couldn't use these shirts, returned them with the promise from the vendor to fix or reprint the shirts for us. Between the time we returned the shirts and followed up on the repair/reprint, the company went out of business. This business had our monies; we had no product.

We, meaning myself, Angela Cingale, Marilyn Riddle, Wanda Gerard, Jennifer Gallion, Pat Reilly and Diane Kean (others?), have worked together to either recover our shirts or our money.

The road to recovering our merchandise has been exhausted. But, a crazy twist in the story is that James City County MGs received a large quantity of t-shirts, etc. which we believe to be our misprinted merchandise. JCC was planning to use their good fortune of this found merchandise to raise funds at their April meeting, but out of pure generosity, has offered to give us the proceeds to help cover our loss. In addition, Angela Cingale, gave us a donation of \$250 specifically to buy merchandise.

To recover our funds, Diane, as she reported, has started the process with Sun Trust to contest the charge. Wanda is working to obtain a lien against the company, so we can get in line to recover our funds when/if any assets are recovered from the vendor. We have decided that pursuing a lawsuit would cost more than the loss we have already incurred.

We have learned a lot of lessons from this experience, and though it was probably a once in a lifetime event, we will present to the Board changes to VMGA's Standing Rules for the Fundraising Committee to be voted on at our annual meeting. Our proposed changes will include the following items:

1. Attempt to negotiate a payment plan with each vendor that protects our interest. For example: ½ down; ½ upon delivery. (The purpose to this proposed policy is to reduce losses if we run into a problem like this again.)
2. Verify that the product received is as ordered and meets expected quality.
3. When an error is found, return the product and get a refund from the company and be prepared to make a stop payment on a check, reverse a credit card payment, or contest a debit card payment immediately if they do not cooperate. (Again, this is to reduce the chance and/or size of loss.)
4. Make orders to meet minimum quantities for the best price, but keep individual orders small splitting them up if necessary. (Again, to reduce the chance and/or size of loss.)
5. Periodically review vendor prices and look at new/different vendors to ensure we are getting the best price on our items.

Though these suggestions are not current policy, Jennifer and I have already implemented them for the good of VMGA.

1. Jennifer has been working with a vendor known to her and her family's company. It is called Custom Embroidery in Lynchburg. They follow the ½ down, ½ upon delivery policy already. I have been working with a local vendor, Tshirtz Now, who are very flexible with their payment policy; they allowed me to walk out of their store with over \$500 of stuff with only assurances from me that they'll get paid.

2. Both Jennifer and I made separate orders for different items, no final invoice would be paid until we physically counted and accepted the quality of our order.
3. We haven't had to implement this yet; the vendors we are working with are very cooperative.
4. This is exactly what we did. Custom Embroidery had the best prices for t-shirts and long-sleeved Ts. Tshirts Now had the best prices for zip hoodies and ballcaps. Though we could use more items in inventory, we reduced our orders to a minimum for this very reason. We will make another order before MG College, so I will have a full inventory to sell.
5. Between Jennifer and I, we researched prices from three vendors; we will review these as well as researching other vendors over the next year.

At our last meeting, we announced a creative t-shirt contest which challenged MGs to use 3XL MG t-shirts to make something new and different. Items made would be submitted for blind judging at MG College with the winner getting a MG t-shirt in their size. It was more of a ploy to remove these items from our inventory since we had been carrying them around for years. So, we sold the shirts for \$5 apiece, and though we sold every 3XL t-shirt, only four people signed up for the contest: Diane Kean, Wanda Gerard, Jennifer Gallion and myself. We decided it wasn't fair to hold the contest since so few MGs could participate. So, the four of us will use the 3XL t-shirts that we bought to make something new, but we will donate our creations to the silent auction at MG College and whoever gets the highest bid will be declared the winner. The winner will earn bragging rights as well as a t-shirt in their size.

Merchandise orders. If you visited our sales table and didn't find the item you were looking for, we will be making an order soon to restock our inventory and can easily add any order you want to it. We have order forms at our sales table, along with your contact information, we ask you to complete the information for the item you want including style, color, size, quantity whether you want the item delivered or if you plan to pick it up at the next meeting (MG College), etc.

We are still updating the VMGA webpage for making MG Gear orders, so if you need to make an order in the future, you can still go to VMGA.net to the MG Gear page. From that page click on the [sales@vmga.net](mailto:sales@vmga.net), this will generate an email form, please email us your request and we will contact you as soon as we can, but if you don't hear from us within a day or two, we ask that you email us directly: [aha0304@hotmail.com](mailto:aha0304@hotmail.com) and [jgallion16@gmail.com](mailto:jgallion16@gmail.com). We will work with you directly to fulfill your order then send a link to a payment page. We are hoping to refine this process in time.

NEW ITEM: Ball caps. \$20 each. Khaki with logo in dark green. We are taking orders for this item today. If you'd like one of these awesome hats, please make your order at the sales table. We will contact you when we receive the hats and set up delivery and payment with you.

NEW COLORS: Jennifer and I are playing with colors. Jennifer's shirt is in Heather Charcoal, my shirt is in Sapphire. Let us know what you think; if you like the colors and want a t-shirt in one of these colors for your very own, add it to our order form and we'll contact you when we receive them and set up delivery and payment.

### **VMGA Endowment Team**

The cash account balance is \$282,478 an increase of \$1932 since the February report. Over the same period, the market value has increased \$1748 to \$347,732. Outstanding pledges are at \$950 and the amount of deferred commitments stands at \$233,386. A table of select account balances since 2014 will be published in the minutes.

\$11,000 was transferred from the endowment income account to the State Coordinator's Office. These funds allow our State Coordinator's Office to develop materials for training and education including our handbooks and on-line modules, conduct special training such as leadership and coordinator training, and develop promotional materials like posters, brochures and displays.

As you know, the profits from our sales go directly to the VMGA Endowment Fund. Since we are facing such a large and unprecedented shortfall in merchandise sales profits, we encourage all to make a purchase today or consider a cash donation directly to the Endowment.

The account balances over a period of time are as follows:

	1-Feb-14	5-Aug-14	3-Feb-15	31-Jul-15	30-Jan-16	31-Jul-16	11-Feb-17	8-Apr-17
Fund balance / Market value	\$270,530	\$307,776	\$310,818	\$321,272	\$317,945	\$324,462	\$345,984	\$347,732
Cash gifts and pledge payments	\$210,817	\$235,514	\$240,651	\$249,250	\$260,244	\$269,361	\$280,546	\$282,478
Outstanding pledges	\$5,075	\$6,275	\$5,175	\$4,100	\$3,000	\$1,850	\$1,150	\$950
Deferred commitments	\$190,000	\$233,986	\$233,986	\$233,986	\$233,386	\$233,286	\$233,386	\$233,386
Income Earned	\$14,159	\$19,931	\$26,112	\$26,442	\$21,058	\$27,938	\$23,057	\$15,730

\*Funds are withdrawn for online modules and other program support

### **MG College Silent Auction**

The Silent Auction Team has finalized plans for the 2017 auction at MG College. In years past, Master Gardeners and units/associations had been very generous with items, but the sheer number overwhelmed the auction team. In order to better manage the event, the auction team will solicit items from individuals and units/associations. Plants, garden items, botanical products and "consumables" are great items to donate! If you have something that you think would receive a lot of bids, please email the team at [auction@vmga.net](mailto:auction@vmga.net). [Note – George Graine has already pledged a pair of his plaid shorts! Freshly laundered, of course!] The auction will close at the end of the Saturday afternoon break (3:30pm), with pick up beginning about 15 minutes after the close of the VMGA annual meeting, or at around 7:45pm. A reception in the Torgersen atrium with catered dessert and beverages and entertainment is planned to make check out and pick up of items more pleasurable.

### **Unit/Association Challenge**

Unit Reps are asked if they will please request that their unit/association consider submitting items as last year. Instead of all items into one basket, items can be kept separate or grouped so that the fair market value of any grouping is in the \$25 - \$35 range. All of the items and groupings will be tallied for each unit for an overall tally. The unit with highest total will win the Endowment Auction Challenge Unit of the Year. Bragging rights and appreciative bows from the auction team will be yours!

### **Help Wanted!**

The silent auction team needs five to seven volunteers to assist with the auction at MG College. Set up will be Thursday before the awards ceremony. Close out help is needed on Saturday from 4:30 to 6:30pm, with dinner being provided while we work. Please email [auction@vmga.net](mailto:auction@vmga.net). Thank you!

### **Unit Support Committee**

Mary Ann Kincaid (Virginia Beach), Chair was unable to attend.

The Unit Support Committee is available to advise MG units throughout the state on issues that benefit from the diverse experience of its members – from dealing without an agent to 501C3 organization and others. Since February, the

committee has had no requests for assistance.

## **Special Committees:**

### **Scholarship Committee**

Submitted by Marilyn Riddle (JCC/Williamsburg), Chair

Members: Tonya Harper, Lynn Jones, Ted Munns and Nelda Purcell

There has been no activity since our last meeting. The Master Gardener Coordinator office sent the scholarship information to agents and master gardener coordinators as promised a week after the last meeting. We are waiting for the deadline of April 28 and then will read all applications and rank them. We will also come to consensus about the amount for each of the awardees and submit to the board for their approval. We now have two applications. All five members (including myself) are present at today's meeting. Dave Close added that the milestone discount can be delayed one year for someone receiving a scholarship.

### **State Fair**

Submitted by Christy Brennan, Chair

Nothing to report. She is looking for someone to take over this committee that lives relatively close to the location.

### **VCE**

Submitted by Dave Close, VCE representative

1. Battlefield Farms educational day— nearly 100 attendees; *Bulbs and Corms and Tubers, Oh My!* (Cole Burrell), *Native American Bulbs* (Cole Burrell), *How BioControls are revolutionizing pest management to satisfy environmental concerns* (Travis Higginbotham), *Commercial Propagation* (Bill Miller), *Flower Bulbs Past & Present* (Peter Kok). Thank you to VMGA for sponsorship, presence at the event, and supporting the event. This was a test run for an MG College-like event away from Blacksburg. The State Office considered it a success and will try to do another similar event in 2018. Battlefield sent everyone home with bulbs as a thank you for attending and providing feedback on bulb varieties and displays. If you are interested, photos from the event are on Facebook and we can send link to file folder if anyone is interested in having access to photos. Joe asked if Battlefield Farms could do tours – and since it has 53 acres under glass, the answer to that is probably not!
2. Survey on Association statuses: We launched the survey in March. As of Friday 42 units and/or local associations have responded so far. We will be following-up with those who have not responded.
3. MG College Update: College dates are June 22-25. Registration fee of \$185 but there are milestone discounts beginning at the 500 hour milestone level. The MG College edition of the newsletter was sent out in March via the VMS. It is housed on state website if you have not seen it yet. We will be adding a food forest tour and a service project to the list of opportunities on June 22. We anticipate registration to open on May 1 tentatively. We have two options for units who wish to showcase a local project. Units can either bring a poster to display on the wall or create a brief PowerPoint presentation that we will have rolling continuously with others in a central location for the duration of MG College.
4. New Agent / Coordinator training. Charlottesville, March 20<sup>th</sup>: We had 24 attendees, mostly agents, but also had locally paid and volunteer coordinators participate. Sessions offered included an EMG Program Overview/Update, Recruiting/Marketing/Advertising EMG Programs, Volunteer Screenings, Working Together When Differences Clash, and an Open Forum. Feedback on the training has been positive and we will continue to offer this annually or as needed.

5. Upcoming travel / conferences: National Extension Conference on Volunteerism—Asheville, NC, April 10-13, IMGC Portland, OR, July 10-14, and North Carolina Master Gardener College June 8-11, Raleigh, NC. More information will be share as becomes available.
6. New modules are completed and links were added on April 7: Fruits, Entomology, and Herbaceous Landscape plants. Additional lab learning activities are also forthcoming. As a reminder, the creation of these modules are possible due to available interest income from the Coordinator Endowment Fund. A fraction of the interest income is being put to work now to create new resources that are being used in the field.
7. VMGA Promo materials for Facebook, developed by Riley Schmitt and Pat Reilly. VMGA recruitment display utilized at Battlefield Farms and turned over to Membership for future use. Giving it over to VMGA was a small token of our thanks for their support of the Battlefield Farms Educational Day.
8. District Director (DD) Vacancies (Northern and Southeast Districts): Two DD positions are currently under review and the interview process should begin soon. Interview panels are in place and the initial screening of applicants is being handled centrally. Hope to have the DD positions filled by summer.
9. Please send any old MG College photos to Dave, Riley or myself. We would like to use them in promotion and displays during the upcoming MG College.
10. Tablecloths – last chance for this order. If you want any please contact John ASAP. He will be placing the order very soon.
11. Coordinator's handbook – anticipated release late summer.
12. Departmental Update – Roger Harris will step down as Department Head at the end of the semester. Richard Veilleux will step in as interim Department Head and work us through the creation of the new school. School of Plant and Environmental Sciences (SPES) has been approved by the Board of Visitors. We are beginning the interview process on Monday for the Director of the School. We are interviewing three candidates. A search for a new Garden Director is also underway since Robert McDuffie retired. The second candidate was interviewed on Friday, April 7<sup>th</sup>. Hopefully a decision and offer for that position will be made soon.
13. Summer Intern – Gabby Sanderson will be with us through the summer and will be helping with MG College.

### **Old Business: via email**

Diane Kean moved to accept Wayne Condrey, Maria Marston, Tami McCauley, Ruth Huber and Patricia Brownell as members of the Audit Review Team. Pat Brownell is a member of the Appomatox Master Gardeners, is past Treasurer of the NNMG Association and current Treasurer of the Appomatox MG's. Wayne Condrey has performed audits professionally as well as being a member of the 2016 VMGA audit review team. Maria Marston is a retired CPA and a member of the NNMG association. Tami McCauley is the current President of the NNMG Association. Ruth Huber is a member of the NNMG and the VMGA and is the current Treasurer for the NN Concert Series Associations. Jody Purches seconded. All the officers were in favor of this motion.

### **New Business:**

Lynn Jones (Rockbridge) asked if it would be possible for us to not meet in the month of December since it is an extremely busy time of the year for everyone. Robyn Puffenbarger suggested that we reduce the meetings from six to four.

## **Announcements/For the Good of the Order:**

How does your unit or association make money?

Ted Munns (Northern Neck) – Their association charges annual dues of \$25.00. They host an annual symposium with well-known speakers each spring. Held in a large church, we can host 400 people. The fee is \$25.00, and a boxed lunch (\$10.00) is extra. They rent spaces out to some gardening type vendors. For a \$50.00 fee, they will go visit home owners to do a shore line visit (this includes the fee for a soil sample) and a notebook. *Someone suggested that they do away with their notebook and just provide a piece of paper with the website links and Diane Kean explained that they do this project in conjunction with VM, thus the notebook that has a lot of information in it.*

Marilyn Riddle (James City County/Williamsburg) – Their annual dues are \$15.00. They have an annual plant sale. They also ask the places where we provide therapeutic gardens to donate \$100.00 to our association. They also visit home owners - to provide guidance on landscaping questions free of charge.

Sam Allaire (Loudoun) – Their association does not charge annual dues. They raise and sell vegetable and ornamental plants. They have an annual symposium and hope to break even with the fees that are charged for the event. They do encourage honorariums with our programs. They have a 'would you like to make a donation to' phrase at the bottom of our website. Very little income is generated this way, but some does come in. Their Water Steward program is thinking of charging a fee for visiting and assisting home owners with their ponds. *Joe suggested that we might want to look into adding this for our website.*

Lynn Jones (Rockbridge) – Their annual dues are \$15.00. They have a plant sale in May where they generate \$6,000 – 7,000.

Nelda Purcell (Franklin) – They wrote and sold a Landscape and Garden Guide book and the response for that was good but haven't been that lucky with their 101 Favorite Plants book. They also take wine bottles and turn them in to watering stations for butterflies – these have been a successful endeavor.

Jody Purches (Appomattox) – Every other year they have a strawberry bare root sale where one can purchase a bundle of 15 for \$20.00.

Tina Chaleki (Louisa) – They do not charge dues. They sell an average of one or two rain barrels every weekend that they are at the farmer's market. They also sell native plant books and we donate that money back to the county.

Joe Kelly (Arlington/Alexandria) – Their dues are \$15.00, but are reduced after a MG earns 1000 hours. They have a plant sale at the Green Spring Park where they earn \$3,000 – 4,000.

Robyn Puffenbarger (Central Shenandoah Valley) – They offer workshops near Christmas that individuals can sign up for a fee. They've done centerpieces, wreaths, succulent pumpkins and others. The price is \$35.00 each or a lower fee if you do more than one.

Joan Richards (Green Spring) – They've changed the policy on our dues. They used to be \$30.00, but have been reduced to \$10.00, with a \$20.00 donation to the association (they can keep the donation, but must spend the \$10.00). They offer garden talks at Green Spring for a \$10.00 fee on Fridays at 1:30 – advertising is done via the 'nextdoor' feature and other websites. FROG (friends of the garden) gives their association \$500.00 a year. Their unit does not sell plants. They have 22 individuals in their speaker bureau. A \$50.00 honorarium is asked when they go out to give a talk to groups. They also offer a half-day symposium where they can allow 99 people to attend. Their most recent one had 103 people there – and although this is intended to be for the public, a lot of master gardeners attend. New county rules state that all incoming money must be spent in the calendar year.

George Graine (Fairfax) – They will visit home owners to assess their lawn/turf for a fee of \$30.00.

Deb Straw (Hill City) – Our association has a plant sale every year where between \$8,000 – 10,000 is sold.

Wanda Gerard (Suffolk's) annual dues are \$10.00. Spring plant sales are successful, but not in the fall. They are constantly finding a new garden craft to make to sell at our plant sales / farmer's markets.

Linda Dunn (Central Rappahannock) shared that they have a symposium each year (May) where 100 people can attend. The fee to attend is \$40.00 for members, \$50.00 for non-members.

Bonnie Bernard (Gloucester) via email – They raise funds for activities by selling plants at the Daffodil Festival in April and the Plant Extravaganza held in September.

**Someone asked “Do all units pay for their projects” and Joe then asked “What is the income you are raising ‘used for’?”**

Joan Richards and George Graine (Green Spring and Fairfax) reported that their Hort agent purchases the supplies for their ready, set grow program.

Jody Purches (Appomattox) said their funds go to pay the expenses for their programs. They do have a Junior Master Gardener Program that meets once a month.

Suffolk MGs pay the fees for anything they do, but a local nursery has given them an annual line of credit for items to can purchase for their gardens (plants, rocks, mulch.)

Marilyn Riddle (James City County/Williamsburg) added that for the first time this year they are giving four \$250.00 scholarships away for MGs attending MG College.

### **Information about our future meetings:**

The chart below shows where the meetings are being held during 2017, 2018 and 2019. June's meeting is always held at MG College. Please consider volunteering to host a meeting where you see no host is listed.

2017		2018		2019	
2/11	Louisa	2/10			
4/8	Lynchburg	4/14	Gloucester		
8/12	Chesapeake	8/11	Rockbridge		
10/14	Eastern Shore	10/13	Central Rappahannock		
12/9		12/8			

Amy Weber and Vickie Roberts (Chesapeake) shared that they are hosting the meeting in August. It will be at the Great Bridge Recreation Center, near city hall in Chesapeake.

The October meeting will be held on the Eastern Shore in a town of Painter. It is where the Wallops Island is – so it might be a fun thing to visit if you are in that area.

### **Closing**

Thanks again to the Hill City Master Gardeners for hosting our bi-monthly meeting. They were generous in providing us a goody bag, and had a super raffle of various gardening plants and things!

Deb invited us all to go visit Human Kind – this is a large gardening effort on the grounds of what used to be a Presbyterian Orphanage. There are three barns and open area that they were asked to put a community garden in on. They are in the third year of installing these gardens, and still the PH level is '8' – but they are seeing improvements. Demonstration gardens, and demo stations for water collection and composting are there also. Walking is involved for this, some on uneven ground.

For the record, 20 units are represented at the April meeting. Deb Straw motioned that we adjourn the meeting at 1:00.

Respectfully submitted  
Wanda Gerard, Secretary

Attendees at VMGA Meeting, February 11, 2017

Amherst, Campbell and City of Lynchburg (Hill City MGA)	Deb Straw, Jennifer Gallion, Sandra Bartholomew, Karen Sacasky, Susan Pieplio, Kristin Freed, Gail Copelan, Margaret Mundy, Elsie Mouse, Pat Nelson, , Pat Lust, Robert Johnson, Sarah Michaels, Marilyn Swanson, Diane Childress, Robert Miles
Appomattox	Jody Purches
Arlington, Alexandria	Joe Kelly
Bedford	Pat Waring
Chesapeake	Amy Weber, Vicki Roberts
Central Shenandoah	Robyn Puffenbarger
Central Rappahannock	Linda Dunn
CVMG Louisa	Tina Chaleki, Edna Musser
Franklin	Nelda Purcell
Green Spring	Joan Richards (Don), Karen Margensey, Elizabeth Train
Hanover	Christy Brennan
James City County/Williamsburg	Marilyn Riddle
Loudoun	Sam Allaire
New River Valley	Erica Jones, Darlene Smith
Norfolk	Harriet (Tom) Frost
Northumberland, Lancaster, Richmond, Westmoreland, Essex (Northern Neck)	Diane Kean, Ted Munns
Roanoke	Tonya Harper
Rockbridge	Lynn Jones
Suffolk	Wanda Gerard
VCE	Dave Close

New unit reps (or alternate) attending for the first time:

FINANCIAL POSITION APRIL 2017

<b>Assets</b>	Total to Date
Cash - gross sales of merchandise	\$ 3,330.98
Cash - all other sources	\$ 5,924.11
<b>Cash total</b>	\$ 8,296.31
PayPal Balance	\$ 341.31
Petty Cash Fund	\$ 40.00
CD 002 Balance	\$ 14,529.11
Money Market Savings Account	\$ 5,038.70
Fundraising Inventory	\$ 1,303.62
<b>Total Assets</b>	<b>\$ 29,549.05</b>
<b>Liabilities</b>	
Unearned Income – Future Dues	\$ 5,218.67
Board Designated (college sponsorship	\$ 1,200.00
Membership Recruitment Displays	\$ 250.00
<b>Total Liabilities</b>	<b>\$ 6,668.67</b>
<b>Net Assets</b>	
Unrestricted (Current FY Dues, Merchandise Sales)	\$ 7,405.04
Temporarily Restricted (Savings, CD, Future Dues, Board Designated scholarships, sponsorships)	\$ 15,475.34
<b>Total Net Assets</b>	<b>\$ 22,880.38</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 29,549.05</b>

**FINANCIAL ACTIVITIES**

<b>Revenue</b>	<b>Unrestricted</b>	<b>Temp Restr</b>	<b>Total</b>
Contributions (Scholarships+ Endowment)	\$ 250.00	\$ 1,306.90	\$ 1,556.90
Fundraising (Gross Sales)	\$ -	\$ 3,330.98	\$ 3,330.98
Interest Income	\$ 12.07	\$ -	\$ 12.07
Membership Dues	\$ 4,007.06	\$ 5,218.67	\$ 9,225.73
Programs	\$ 1,786.66	\$ -	\$ 1,786.66
<b>Total Revenue</b>	\$ 6,055.79	\$ 9,856.55	\$ 15,912.34
<b>Expenses</b>			
Program Support (Ed. Event, Communications)	\$ 1,405.20	\$ -	\$ 1,405.20
Donation Expenses (Endowment, St. Fair, Scholarships, Sponsorships)	\$ 2,721.98	\$ -	\$ 2,721.98
Program Services Total	\$ 4,127.18		\$ 4,127.18
General (Administrative)	\$ 341.19	\$ -	\$ 341.19
Fund Raising (Supplies, Merchandise, Gifts)	\$ 2,036.53	\$ -	\$ 2,036.53
Cost of Goods Sold	\$ 1,594.30		\$ 1,594.30
<b>Total Expenses</b>	\$ 8,099.20	\$ -	\$ 8,099.20
<b>Change in Net Assets (Net Income)</b>	\$ (2,043.41)	\$ 9,856.55	\$ 7,813.14
<b>Net Assets, Beginning of Year</b>	\$ 19,962.91		
<b>Net Assets, Year to Date</b>	\$ 22,880.38		

## FINANCIAL ACTIVITIES TO BUDGET

REVENUE		FY16 Actual	FY17 Budget	FY 17 YTD
	<b>Temporarily Restricted</b>			
	MG College Scholarship Donations	\$ 238.89	n/a	
	MG College Scholarship Donations FY17			383.90
	MG College Scholarship Donations FY18			
	State Coordinator Endowment Donations	\$ -	n/a	923.00
	Fundraising (Merchandise Gross Sales)	\$ 4,350.54	\$ 3,600.00	3,330.98
	Membership Dues FY18-26	\$ 3,852.21	\$ 960.00	1,636.42
	<b>Total Temporarily Restricted</b>	\$ 8,441.64	\$ 4,560.00	6,274.30
	<b>Unrestricted</b>			
	<b>Misc. Donations for Fund Raising Merchandise</b>			250.00
	Membership Dues Current FY	\$ 5,025.86	\$ 4,200.00	4,007.06
	Interest Income	\$ 25.81	n/a	<a href="#">12.07</a>
	Programs (Education Events)	\$ 1,753.38	\$ 3,000.00	1,786.66
	<b>Total Unrestricted</b>	\$ 6,805.05	\$ 7,200.00	6,055.79
<b>Total Income</b>		<b>\$ 15,246.69</b>	<b>\$ 11,760.00</b>	<b>12,330.09</b>
<b>EXPENSES</b>	<b>Unrestricted</b>	FY 16 YTD	FY17 Budget	
<b>Administration</b>	President	\$ -	\$ 250.00	
	Vice President	\$ -	\$ 25.00	
	Secretary	\$ 10.76	\$ 50.00	
	Treasurer	\$ 77.32	\$ 75.00	76.41
	Professional and Legal Fees	\$ 26.95	\$ 25.00	25.00
	Membership	\$ 105.15	\$ 100.00	239.78
	VMGA Recruitment Kits - 5	\$ -	\$ 255.00	
	Nominations and Elections	\$ -	n/a	
	<b>Subtotal Expenses-Admin</b>	<b>\$ 220.18</b>	<b>\$ 780.00</b>	<b>341.19</b>
<b>Fund Raising</b>	Fundraising (Merchandise purchase, shipping)	\$ 2,056.52	\$ 2,100.00	2,036.53
	State Coordinator Endowment (incl. auction)	\$ 1,129.86	\$ 1,200.00	
	<b>Subtotal Expenses-Fundraising</b>	<b>\$ 3,186.38</b>	<b>\$ 3,300.00</b>	<b>2,036.53</b>
<b>Programs</b>	State Fair	\$ 409.91	\$ 500.00	298.98
	MG College Scholarships	\$ 1,950.00	\$ 1,200.00	
	MG College Sponsorship	\$ 1,000.00	\$ 1,000.00	1,000.00
	Merchandise Profits to VT Foundation	\$ 1,463.91	\$ 1,200.00	
	Donation to VT Foundation-Coord Endowment		\$ -	923.00
	Education	\$ 3,172.35	\$ 3,000.00	1,835.00
	Communications	\$ 142.80	<a href="#">\$ 255.00</a>	70.20
	Coordinator Endowment (pass-thru)	\$ -	\$ -	
	Cost of Goods Sold	\$ 2,841.63	\$ -	1,594.30
	<b>Subtotal Expenses-Programs</b>	<b>\$ 10,980.60</b>	<b>\$ 7,155.00</b>	<b>5,721.48</b>
<b>Subtotal Expenses</b>		<b>\$ 14,387.16</b>	<b>\$ 11,235.00</b>	<b>8,099.20</b>
	Unbudgeted donation to Coordinator Endowmen	\$ 7,993.00		
<b>Total Expenses</b>		<b>\$ 22,380.16</b>	<b>\$ 11,235.00</b>	<b>8,099.20</b>