

Virginia Master Gardener Association
Bimonthly Director's Meeting February 10, 2018
Roanoke, VA

The meeting was called to order at 1005 by President Joe Kelly (Arlington/Alexandria). He introduced Donna Haley, the Recording Secretary of the Roanoke Master Gardener Association. She welcomed us to 'Star City' and gave a brief overview of their unit's 2017 statistics and current projects. They have 87 active and seven inactive members that logged in 7660 hours and 4850 contacts last year; they also have seven emeritus members. They are an active unit with a lot of different programs that include 4H gardens, horticulture therapy, and judging items at the county fair. They have a help line and a speaker's bureau too. They assist with special events at the Virginia Western Community College Arboretum, do demonstrations on rain barrels and composting and even do a rain garden demonstration/tour. The tour that they offered on Friday at the Arboretum was only attended by one person.

Joe again thanked Tonya Harper, the Roanoke VMGA unit rep and all the Roanoke master gardeners for hosting the meeting, and we began the bimonthly meeting with introductions.

Secretary's Report: Wanda Gerard (Suffolk) reported that the minutes for December 10, 2017 meeting had been distributed electronically and asked if there were any changes that needed to be made. There were none. Twenty Master Gardener units were represented at the meeting (35 members/spouses). The unit rep roster, a 'Thinking of You' card for Jim Kincaid and a birthday card Dave Close were sent around the room for corrections/signatures, etc.

Treasurer's report: Treasurer Diane Kean (Northern Neck) reported that the CD that matured in December has been split into two CDs. One is valued at \$7,279.81 and the other at \$7,279.51. One will mature at 18 months, and the other at 36 months. The report that shows all activities for our accounts is at the end of the minutes.

President's report: Joe stated that he really had nothing to report on except that he reminded us of our ongoing challenge to let the rest of the world know how we do what we do within our master gardener volunteer roles. He encouraged us to promote the EMG program within any group that we are involved in or working with. We should be proud of the 'Master Gardener' title because getting it and maintaining our status annually is nothing to be shy about.

Vice-President's report: Joan Richards (Green Spring) thanked Joe for sharing those words and added that he has never missed a VMGA meeting since he became the unit rep for his unit y-e-a-r-s ago. She then presented to Wanda the Conflict of Interest statements for all of the current VMGA board members to be filed in the secretary's notebook. She had these in December but was unable to attend that meeting due to some medical concerns.

Communication Committee

Submitted by Frank Reilly (Stafford /MAGCRA), Chair

Members: David Banks, Tom Bolt, Chair Frank Reilly and whomever else we can get.

1. VMGA.et is still a popular website. Since the December regularly scheduled meeting we have had 1714 unique visitors, and they visited 3118 pages.
2. We need more Calendar entries. The Calendar is routinely one of the top three most visited pages on the website. Listing your activity can definitely help drive participants to your event.
3. We are soliciting help to help produce our Newsletter, as well as help with our Calendar Page. Needed are an editor, and an electronic formatter.
4. We need someone to handle the Calendar page. *Joe asked for everyone to look for help within the VMGA membership for someone with electronic expertise to get our newsletter up and running again.*

Education Committee

Submitted by Erica Jones (New River Valley), Chair

Members: Wanda Gerard and Chair Erica Jones

1. The Ed Day for 2018 is set for Saturday, September 29th at the Holiday Lake 4-H center near Appomattox. There will be some 4-H personnel there doing leadership or other training but the management was not worried about the overlap. And as usual, when scheduling a location even nine months in advance, you have to be flexible. Another lesson learned was if you want speakers to come, don't try to schedule an Ed Day over Labor Day weekend!
2. Holiday Lake will provide buffet lunch, for a fee per person. It is a bit of a drive to go offsite to find lunch, so the buffet works out perfect for us.
3. The meeting room seats 250, and is handicapped accessible.
4. Intrepid types can camp right next door at Holiday Lake State Park and walk to the center. There is also lodging at the 4-H center – rustic cabins if that suits your fancy.
5. Right now there are five speakers confirmed- bugs, bats, wildflowers, unusual nature happenings in the backyard, and someone from VIMS. The exact "theme" or title is yet to be determined but it is looking like a back-to-nature type of day. I would be delighted to find a speaker on birds and how they relate to gardens, but so far have not had any luck. If anyone has any suggestions for speakers or topics, please contact me. The wildflower speaker will bring some plants to sell.
6. When asked if this type of Ed Day sounded appealing, the show of hands was definitely in favor for it.
7. This date conflicts with the State Fair, but as everyone knows, there is no perfect date for us so that all could possibly attend if they wanted.
8. It was decided that we should send out a Save the Date announcement soon so we can promote the event and save the date in our calendars.
9. Marilyn Riddle said that she would help on the committee.

Finance Committee

Submitted by Pat Waring (Bedford), Chair

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

1. Nothing to report.
2. Pat will send out via email a request for any information he needs in regard to the upcoming end of our fiscal year.

Unit Support Committee

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

1. 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.
2. Since December, the Committee has had no requests for assistance.

Membership Committee

Submitted by Deb Ayers Straw, (Hill City MGA, Lynchburg), Chair was unable to attend. The report was given by Jody Purches.

	2/10/2018	12/9/2017
ACTIVE	366	356
	(inc. 6 VCE Emeritus)	(inc. 6 VCE Emeritus)
AUXILIARY	2	2
LIFETIME	178	176
	(inc. 11 VCE Emeritus)	(inc. 12 VCE Emeritus)
TOTAL CURRENT	546	534

As of 2/10/2018 the membership total is 546 current members.

1. 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.
2. 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.
3. Deb Straw reminded everyone that the VMGA Representative must also be a member of VMGA.

Fundraising Committee

Submitted by Jody Purches, (Appomattox), Chair.

Members: Jennifer Gallion and Chair Jody Purches.

Merchandise Sales

1. The FY18 VMGA budget calls for \$4100 in gross sales. To date the gross sales of MG Gear is \$3765. The net income to date is \$1836. These figures do not include items sold between the October and February bi-monthly meetings.
2. At the end of our fiscal year, the net income (gross sales - cost of goods sold) from merchandise sales is given to the VMGA Endowment Fund. Please note that your MG Gear purchases today will benefit the Endowment Fund.

3. **NEW ITEM:** Apron - \$18 High Quality 100% Cotton, Large easy to see logo, adjustable neck (vs. tie), multiple pockets including a pen pocket.
4. **CLEARANCE items:**
 - Crew Neck Sweatshirts: \$17 regularly \$20
 - Pocket Hoody: \$25 regularly \$30

VMGA Endowment Team

5. The cash account balance is \$304,275 an increase of \$5757 since the December report. Over the same period, the market value has increased \$10,674 to \$398,521. Outstanding pledges are at \$10,450 and the amount of deferred commitments stands at \$233,386. A table of select account balances since 2014 will be published in the minutes.
6. Selected account balances since 2013 are as follows:

	1-Dec-13	5-Aug-14	1-Aug-15	1-Aug-16	1-Aug-17	1-Feb-18
Fund balance / Market value	\$264,538	\$307,776	\$321,272	\$324,462	\$374,770	\$398,521
Cash gifts and pledge payments		\$235,514	\$249,250	\$269,361	\$291,878	\$304,275
Outstanding pledges	\$5,200	\$6,275	\$4,100	\$1,850	\$11,650	\$10,450
Deferred commitments	\$190,000	\$233,986	\$233,986	\$233,286	\$233,386	\$233,386
Income Earned	\$12,033	\$19,931	\$26,442	\$27,938	\$19,427	\$20,200

*Funds are withdrawn for online modules and other program support

7. The CALS Development liaison has not been replaced.
8. CALS Development and the State Master Gardener Coordinator's Office started their 2017 letter campaign in November. 111 donors participated in 2017 and gave \$8962. \$4607 in donations went to the VMGA Endowment, and \$4355 of these donations went directly to the State Master Gardener Coordinators operating fund. When compared to the 2016 drive, there was a 9% increase in participation with a 37% increase in donations.
9. Many news reports are saying that charitable giving will be lower this year due to the raise in the standard deduction. I believe that makes people look like they give because they want a tax write off. It makes me feel better to think that people contribute to a cause, activity, program to support the program they believe in. If you believe, like I do, that the Master Gardener Program is worth supporting. If you believe, like I do, that having a State Coordinator office and staff is important for the success of our program and losing that support would be detrimental to our program. Then, please consider giving. Any amount is accepted and appreciated and serves to guarantee that the Master Gardener program will be here long after we are gone. That said. Our goal is to raise \$30,000 in contributions to the Endowment by MG College. Anyone who commits at least \$1000 between now and MG College 2018 will receive a lovely garden journal with our awesome logo on it. A beautiful Bald Cypress pin is awaiting you once you reach the \$1000 gift level. We have donation forms, journals and pins here for anyone who will make this commitment today. If you need time to think about it, the form is available at VMGA.net as well as more

information about the Endowment Fund.

Carruth Studios

10. To quickly summarize, we are considering using Carruth Studios fundraiser. This fundraiser will require a commitment from each unit to run their own campaign and turn the profits over to VMGA for the Endowment Fund. Look for an email from me with greater detail next week. I have paper copies of some of the information including several old catalogs from Carruth Studios here if anyone would like to take a look at them. Wanda purchased several items from them so that we can see the quality of their items and different colors that they come in.

Silent Auction

11. Every year at MG College, we hold our annual Silent Auction fundraiser. Please consider donating an item or two! The items that are the most fun and raise the most money for the endowment are plants, garden accessories, plants, botanical themed kitchen and home décor items, containers of plants and plants! In April, we'll put out a call for items. We won't ask that you fill out a form, but we do need certain information for tax purposes that can be emailed to auction@vmga.net. Like in years past, we'll collect the items at the MG College parking lot shuttle. If you have any questions, I ask you to contact Pat directly at Pat@TheReillyGroup.net.

Meeting Fundraising Topics

12. Discussion on license plates was held. Jody explained that we would have to purchase 1000 in order to get a decent price (approximately \$1.50). Previously they sold for \$3.00, but many indicated they would pay \$5.00 for one because they are a viable way to show your involvement in something you support.

Amy Weber (Chesapeake) asked how units that had no association would participate in the Carruth fundraiser. It was decided they would add orders to another local unit. Joan said this would be the same for their unit.

Special committees

Nomination and Election Committee

Submitted by Frank Reilly (Stafford / MAGCRA), Chair, unable to attend. Presented by Marilyn Riddle.

Members: Kandy Keith, Marilyn Riddle and Chair Frank Reilly

1. The Committee solicited nominations beginning with the October Regularly Scheduled Meeting. The committee submitted the following slate of officers to the elected Officers for approval:
 - President – Wanda Gerard, Suffolk
 - Vice President – Leslie Paulson, Prince William
 - Secretary – Nelda Purcell, Franklin
 - Treasurer – Georgianna Hall, Green Springs
2. After Marilyn presented the slate of officers, she asked if there were other nominations from the floor for any of the positions. There were none.
3. Elections will be hosted by Election Runner and begin electronically Monday February 12th and end Monday at midnight February 26th.
4. An email announcement will be sent to all members from VMGA this weekend telling them to expect an email inviting them to vote.
5. The election runner website will allow members of VMGA.net to vote once, and not

allow non-members, members whose dues are in arrears (non-members) or those trying to vote more than once to cast a ballot.

6. The election runner website will allow write in candidates, but only current members of VMGA can be elected.
7. The elected officers will be installed at the end of our Annual Meeting in June 2018 at Master Gardener College. They will serve a two-year term from that point until the end of the Annual Meeting in June of 2020.
8. This information is available on the VMGA.net website
9. *Joe asked that we remind all VMGA members to vote, even if it is for the slate as presented. In the past, there have been times when only 15% of the membership voted. Voting shows interest in the organization you are a part of.*

State Fair Committee

Submitted by Christy Brennan (Hanover), Chair.

The fair this year will be able to use many of the items purchased last year again in 2018. It will be the last week of September and the first week of October. The governor did not visit the Master Gardener table in 2017, only showing up to attend the wine fest. Christy has been in charge of the State Fair for 15 years and would like if someone else could assume the responsibility for organizing it.

Scholarship Committee

Submitted by Lynn Jones (Rockbridge), Chair.

Nothing to report. Things are coming together for getting everything launched shortly.

VCE

Submitted by John Freeborn.

1. Leadership Development Training will be held on March 22, 2018 in Wytheville, Virginia. Topics will be: EMG Program Updates, Marketing and Communications, Communicating with Volunteers, Cost Recovery for Local Programs, Goal Setting for your Unit / Association and a Question and Answer Open Forum.
2. Strategic Planning Update: Will be doing a check in with the strategic planning team in Central Virginia (location TBD) on February 21. This will be our first check in with this team in over a year. The last strategic planning session resulted in the updated Handbook, Coordinator's Manual, online module development, new website, and many other communications / promotional items for the EMG program.
3. Coordinator's Manual – 2017 Edition is complete. Printed and digital copies completed, and distributed 35 at the winter Virginia Cooperative Extension Annual Conference. We will be sending the remaining Coordinator's Manuals to those Units who were not present.
4. MG College 2018 (June 21-24); advanced training will be Tree Stewardship. Just to highlight a couple of the Keynote speakers, we will see Joe Murray (PermArboriculture: Opportunities for a New Partnership between Permaculture and Arboriculture), Alex Niemiera (Plant Gems for the Nearsighted – Or You Just Need to Look More Closely), and Dr. Jeanine Davis ("Why have a Ho-Hum Garden? Grow Some Unusual Edible Plants and Fungi") and John Seiler (Within the forests of Virginia: eating, drinking, and gossip) will be presenting.
5. Plant Disease and Insect Video series. Look on our YouTube Channel, Virginia

Cooperative Extension Master Gardener. Video series created with Eric Day and Mary Ann Hansen, and include short, educational videos on Cedar Apple Rust, Seridium Canker, Red Thread, and many others. We have over 10 posted now, with more on the way coming this season.

6. School of Plant and Environmental Science Director: Dr. Mike Evans from Arkansas has accepted the position and will be starting on April 18. This is earlier than expected, and this will help move the process of forming the School along on schedule.
7. Monthly Webinars – Started in December 2017. January’s webinar was Holly Scoggins on early spring flowering plants. There were almost 200 EMGs who joined the webinar. They are recorded and posted for later viewing. We will be having one webinar per month for the next 12 months, with a mix of technical topics and state office/program updates.

We broke for lunch a/o 11:20 and agreed to resume at 12:00. The meeting was reconvened at 12:10, and the Roanoke Master Gardeners conducted an awesome raffle before we continued with the meeting.

Announcements/For the Good of the Order: "How do units publicize MG events/programs to the public?"

1. Joe started the discussion off by emphasizing what he’d said earlier about the importance of sharing the passion of your love for the program with anyone and everyone you meet. He stated that Devon’s communication goals would greatly help our units as they continue to strive to reach more people.
2. Marilyn provided this input for the James City/Williamsburg Master Gardeners. Advertise in local newspapers, the Virginia Gazette, Daily Press and the digital Williamsburg/Yorktown Daily. Radio spots on the local radio station. Posters are placed in the JCC and Williamsburg Rec Centers and libraries and Farmer’s Markets when we are having a MG event. Window notices are placed in local businesses (Wild Birds Unlimited for example.) Emails are sent to previous Master Gardener clients (from the pruning, the Landscape Love and Turf Love clinics.) We also advertise in the newsletters for local HOAs. Our best advertising is ‘word of mouth’. Our reputation speaks for itself.
3. Betsy Brown (Bedford) said that their main way to advertise is to put information in the community newsletters that residents sign up to receive. They also use the local weekly paper the Smith Mountain Lake paper, Facebook, their website and at booths when at the Farmer’s Market. The community newsletters are the best though.
4. Bill McCaleb (Halifax) said that their FM radio station’s 6AM breakfast club show runs several times a day, so advertising on that program is worthwhile since they see immediate response in their programs, their mg classes, etc. They also advertise in two newspapers that come out three times a week. They have a website, and a Facebook page. They use the local Baptist and other church associations to get info into church bulletins. He asked how many units used social media for reaching out – and almost everyone present raised their hand. They also worked carefully with the Soil & Water District to provide a rain barrel program where the participants could purchase a rain barrel for only \$12.00
5. Lynn Jones (Rockbridge) said that they use a biweekly newspaper. They have banners printed up for different events and the city of Rockbridge hangs them on

Main Street. Everyone was jealous of this!

6. Diane Kean (Northern Neck) said their unit recently purchased a Constant Contact membership.
7. Joan Richards (Green Spring) said they use the community website (Next Door) and the Fairfax County Park Association website.
8. Fern Campbell (Piedmont MGs) said that in addition to those already mentioned, they have generic Piedmont MG business cards that can be handed out.
9. Amy Weber (Chesapeake) reported that they have a problem with the newspapers. They will do articles on regular or special events which promote their cause, but they are unable to get anything into the calendar of events. Their local reporter Mary Reid Barrow is awesome, but most everyone agrees that reporters want a photograph to accompany a story.
10. Joe added that for the northern Virginia Master Gardeners, there is overlap of newspaper coverage, and the ongoing confusion of the Arlington and Alexandria city lines along with Fairfax County.
11. Fern added that the Virginia Gardener magazine is a great way to promote an event.
12. As always – any of our events can be sent to a VMGA communications committee member for posting on the VMGA website and to John for the biweekly mg updates that are sent out.
13. Mary Ann Kincaid (Virginia Beach) via email said that their Facebook and public websites are popular. Bookmarks and flyers are available to members to distribute to their garden clubs, neighbors and at any other events they are involved in. It is important to build a relationship with a reporter for your newspaper who will write about your big events. She added that they need to come up with a ‘hook’ for each new thing they want covered. Their Communication’s committee has a chairperson and they reach out to the various groups of the unit for advertising needs. For library events, there are flyers on the counters. They now have a Seed Exchange at the Main Library where every patron can have five packets of seeds per month.
14. Bonnie Bernard (Gloucester) via email said that they have a weekly column in the Gloucester/Mathews Gazette on gardening tips posted by Susan Camp, one of their Master Gardeners. Upcoming events are also advertised with that column. Last year we started advertising once a month on the local radio station (99.9) with a morning spot about current activities occurring in the upcoming month. For larger events we also post flyers around town and put separate articles from our weekly column with pictures. We feel that the support we received from our community with all of our endeavors is also a good way to disseminate information to the public.
15. George Graine (Fairfax) via email reported that the Fairfax Master Gardeners have a public website – fairfaxgardening.org. Anyone can click on the various “headers” and find varied information in addition to the ability to ask questions. The site also has a log-in header for their mgs.
16. Joe stated that his unit has an area on their website with a replace this plant with a better alternative plant. It contains photos, descriptions, etc. for the person visiting the website to viewers.
17. Cynthia Falconer (Loudon) shared that they have handouts in their local libraries.
18. Betsy Brown said that the Bedford library holds seminars and workshops and they pay for the materials. There are six branches, and they are always well attended. Wanda commented that we were not as lucky in Suffolk. The library wants us to hold things, and then forgets to advertise it so the attendance is poor even though we do our own advertising.
19. Joan Richards said that they have exhibits in all 21 libraries. The exhibits can be

rotated around to the different or stay in place if it is not needed elsewhere. They usually stay in place for one month.

20. Fern Campbell said that they have community information racks (plastic rack to hold papers) that contain timely information about upcoming and seasonal gardening information. They are at the libraries, Lowes, and the Southern States stores. They have volunteers that restock these twice a week.
21. Cynthia Falconer also stated that they hand out a packet at the school's science fairs that contains a seed with information for the kids to take home and plant it.
22. Bill McCaleb emphasized the importance of working with locally owned newspapers – things just get done better that way and he should know, he's been doing MG stuff for 26+years. It takes time to build good working relationship with the folks at the different organizations, including newspapers. We must remember that as a MG, we are our best advertisers. They have had successful rain barrel programs, and are now beginning to do rain g

Old Business: none

New Business:

1. Joe announced that it is time to form the Audit Committee for 2018. The annual audit is done at the end of our fiscal year so the books can be closed out before MG College in June.
2. Georgianna Hall volunteered to serve on the audit committee. Joe said we should inquire of our members if anyone has served in their real life jobs as auditors... they must be a MG.
3. Diane mentioned that we should establish a protocol for the audit committee members.
4. Bill McCaleb asked that we determine whether or not we are having a financial review or audit. A financial review is done internally versus an audit being done by external sources. Since ours are done internally, we should check to see if a change needs done to our bylaws.
5. Jody mentioned that Pat Brownell of Appomattox was a great source last year for the audit committee to get the final numbers of our inventory items in conjunction with the actual audit.

Other information:

1. Amy Weber mentioned that Kandy Keith has recently gone through two knee surgeries and is now experiencing a pinched nerve. Wanda said she had put a get well card in the mail for her just this week.
2. Erica Jones said that the New River Valley mgs are taking a bus trip to the Philadelphia Flower Show on March 8-10 and that have four vacant seats. Interested folks can contact her for additional information. They will also visit Longwood gardens.
3. Cheryl Sebera (Prince George) said to look for the information about their spring gardening symposium in the biweekly updates that John sends out.
4. Diane said that their garden symposium being held on March 24th can host 350 people. Registration opened on February 1 and they have over 200 already. Register quick if you want to attend.
5. Marilyn mentioned that if anyone wanted to support the local Ronald McDonald house, which it is a stone's throw away from the church today and there are some

- interesting and great purchases there that can help that worthwhile organization.
6. Wanda shared that Susan Garrett, the unit rep for the Northern Shenandoah mgs has just resigned. She is moving to California later this year.
 7. Fern asked how we share information with our units that we take back from these meetings. Most do so via their monthly meetings, or email, or in a unit newsletter. Joe attends his units board meetings and shares the info there. Jody suggests we share it via email since we sometimes have a lot of info to pass along. We can always get additional information from vmga.net
 8. Wanda mentioned she was working with the webmaster on updating a lot of older files so that the minutes for a year are filed under one entry, versus separate entries. She encouraged members to contact her if something was missing or incorrect.

Closing

Wanda announced that Gloucester will be hosting the April 14 meeting and said that meeting information would be shared as soon as possible. For now – please note that the meeting will be held at Brent & Becky’s Bulbs. They have built a classroom/conference addition on their property. Bonnie also added that the time of year is such a beautiful time with daffodils in bloom everywhere. Brent and Becky just keep expanding their gardens as well. The Daffodil Festival will be on March 23/24, and the VA garden week will be after our meeting on April 21st. The remainder of 2018 looks like this: Rockbridge is hosting the August 11th meeting, and Central Rappahannock the October 13th meeting, and Suffolk the December 8th meeting. If you are interested in hosting a meeting in 2019, please contact Wanda.

Joe once again thanked everyone for journeying to Roanoke for today’s meeting and adjourned the meeting.

Respectfully submitted
Wanda Gerard, Secretary

Attendees at VMGA Meeting, October 14, 2017

Unit #	Unit Location/Name	Attendees
1	Ablemarle/City of Charlottesville (Piedmont)	Fern Campbell, Nancy Watkins
1a	Louisa (Central Virginia)	
1b	Fluvanna	
1c	Nelson	
2	Amherst, Campbell and City of Lynchburg (Hill City)	Jennifer Gallion
2a	Appomattox	Jody Purches
3	Arlington, Alexandria	Joe Kelly (Susan)
4	August, Rockingham, Palmyra, Staunton and Waynsboro (Central Shenandoah Valley)	
5	Rockbridge, Bath (Rockingham Area)	Lynn Jones
6	Bedford	Betsy Brown, Pat Waring
7	Roanoke	Donna Haley, Tonya Harper, Teresa Preer, Claire Prewittia, Kathy Sink
8	Fredericksburg, Stafford, Spotsylvania, King George and Caroline (Central Rappahannock)	Karen Margensey
9	Charlotte	
10	Chesapeake	Amy Weber
11	Chesterfield	
12	Clarke, Frederick, Page, Warren, Shenandoah (Northern Shenandoah Valley)	
13	Culpeper, Orange and Madison (Rapidan River)	
13a	Fauquier	
14	Danville	
15	Dinwiddle	
16	Fairfax	
16a	Green Spring	Barry Hall, Georgianna Hall, Joan Richards (Don)
17	Montgomery, Giles, Pulaksi and Floyd (New River Valley)	Erica Jones, Darlene Smith
18	Franklin County	Nelda Purcell
19	Gloucester	
20	Northampton, Accomack (Eastern Shore)	
21	Goochland, Powhatan	
22	Halifax (Southside)	Bill McCaleb
23	Hampton	
24	Hanover	Christy Brennen
25	Henrico	
25a	Richmond City	
26	Henry	
27	Isle of Wight, Southampton, Surry (Western	

	Tidewater)	
28	James City County/Williamsburg	Marilyn Riddle
29	Northumberland, Lancaster, Richmond, Westmoreland, Essex (Northern Neck)	Diane Kean (Kevin)
30	Covington, Allegheny (Alleghany)	
31	Loudoun	Diane Bayless, Cynthia Falconer
32	Matthews	
33	Middlesex	
34	Newport News	
35	Norfolk	Harriette Frost (spouse)
36	Patrick	
37	Prince William	
38	Prince George	Cheryl Sebera
39	Scott, Wise (Southwest)	
40	Suffolk	Wanda Gerard
41	Virginia Beach	
42	Washington County	
43	York/Poquoson	
44	VCE	John Freeborn
45	Tazewell	
46	Wythe, Bland	
47	Portsmouth	
48	Brunswick, Mecklenburg, Lunenburg, Nottaway (South Central)	
49	Carroll, Grayson, City of Galax (Blue Ridge)	
50	Cumberland, Prince Edward, Buckingham (Heart of Virginia)	
51	Emporia, Greenville	

Financial Activities

Revenue	Unrestricted	Temp Restricted	Total
Contributions (Scholarships+ Endowment)		\$636.74	\$636.74
Fundraising (Gross Sales)		\$3,711.65	\$3,711.65
Interest Income	\$10.43		\$5.28
Membership Dues	\$4,321.58	\$1,043.68	\$5,365.26
Programs	\$890.00		\$890.00
Stop Check Nu. 2251 for Endowment	\$1,260.95		\$1,260.95
Total Revenue	\$6,482.96	\$5,392.07	\$11,875.03
Expenses			
Program Support (Ed. Event, Communications)	\$495.99		\$495.99
Donation Expenses (Endowment, St. Fair, Scholarships, Sponsorships)	\$644.32		\$644.32
Replace Check to Endowment	\$1,260.95		\$1,260.95
Program Services Total	\$2,401.26		\$2,401.26
General (Administrative)	\$31.00		\$31.00
Fund Raising (Supplies, Merchandise, Gifts)	\$1,697.00		\$1,697.00
Fund Raising Shipping Expense	\$55.72		\$55.72
Cost of Goods Sold		\$1,896.84	
Total Expenses			\$4,184.98
Change in Net Assets (Net Income)	\$2,297.98		
Net Assets, Beginning of Year	\$21,846.87		
Net Assets, Year to Date	\$24,144.85		

February 2018 Financial Report

Financial Position

Assets	Total to Date
Cash - gross sales of merchandise	\$ 3,282.90
Cash - all other sources	\$ 8,052.86
Cash total	\$ 11,335.76
PayPal Balance	\$ 352.11
Petty Cash Fund	\$ 40.00
CD 002 Balance	\$ 7,279.89
CD 001 Balance	\$ 7,279.51
Money Market Savings Account	\$ 5,039.96
Fundraising Inventory	\$ 2,519.11
Total Assets	\$ 33,846.34
Liabilities	
Unearned Income – Future Dues	\$ 5,609.52
Total Liabilities	\$ 5,609.52
Net Assets	
Unrestricted (Current FY Dues, Merchandise Sales)	\$ 8,213.56
Temporarily Restricted (Savings, CD, Future Dues, Board Designated scholarships, sponsorships)	\$ 20,023.26
Total Net Assets	\$ 28,236.82
Total Liabilities and Net Assets	\$ 39,455.86

Financial Activities Summary

Revenue	Unrestricted	Temp Restricted	Total
Contributions (Scholarships+ Endowment)		\$ 636.74	\$636.74
Fundraising (Gross Sales)		\$3,764.56	\$3,764.56
Interest Income	\$32.63		\$32.63
Membership Dues	\$ 4,321.58	\$ 2,040.74	\$6,362.32
Programs	\$ 890.00		\$890.00
Stop Check Nu. 2251 for Endowment	\$ 1,260.95		\$1,260.95
Total Revenue	\$6,505.16	\$6,442.04	\$12,947.20
Expenses			
Program Support (Ed. Event, Communications)	\$495.99		\$495.99
Donation Expenses (Endowment, St. Fair, Scholarships, Sponsorships)	\$833.08		\$833.08
Replace Check to Endowment	\$1,260.95		\$1,260.95
Program Services Total	\$2,590.02		\$2,590.02
General (Administrative)	\$31.00		\$31.00
Fund Raising (Supplies, Merchandise, Gifts)	\$1,473.00		\$1,473.00
Fund Raising Shipping Expense	\$67.62		\$67.62
Cost of Goods Sold		\$ 1,928.26	
Total Expenses			\$4,161.64
Change in Net Assets (Net Income)	\$2,343.52		
Net Assets, Beginning of Year	\$ 21,846.87		
Net Assets, Year to Date	\$ 24,190.39		

Financial Activities to Budget

REVENUE		FY18 Budget	FY 18 YTD	% of budget
	Temporarily Restricted			
	MG College Scholarship Donations	n/a		n/a
	MG College Scholarship Donations FY17			
	MG College Scholarship Donations FY18		636.74	
	State Coordinator Endowment Donations	n/a	144.00	n/a
	Fundraising (Merchandise Gross Sales)	\$ 4,100.00	3,764.56	92%
	Membership Dues FY19-28	\$ 1,400.00	2,040.74	146%
	Total Temporarily Restricted	\$ 5,500.00	6,586.04	120%
	Unrestricted			
	Membership Dues Current FY	\$ 4,200.00	4,449.00	106%
	Interest Income	n/a	32.63	
	Programs (Education Events)	\$ 1,000.00	890.00	89%
	Total Unrestricted	\$ 5,200.00	5,371.63	103%
Total Income		\$ 10,700.00	11,957.67	112%
EXPENSES	Unrestricted	FY18 Budget		% of budget
Administration	President	\$ 250.00		0%
	Vice President	\$ 5.00		0%
	Secretary	\$ 25.00		0%
	Treasurer	\$ 25.00		0%
	Professional and Legal Fees	\$ 25.00		0%
	Membership	\$ 50.00	6.00	12%
	Nominations and Elections	\$ 50.00		0%
	Subtotal Expenses-Admin	\$ 430.00	\$ 6.00	1%
Fund Raising	Fundraising (Merchandise purchase, shipping)	\$ 2,100.00	1,540.62	73%
	State Coordinator Endowment (incl. auction)	\$ 1,200.00		0%
	Subtotal Expenses-Fundraising	\$ 3,300.00	\$1,540.62	47%
Programs	State Fair	\$ 500.00	665.08	133%
	MG College Scholarships	\$ 1,200.00		0%
	MG College Sponsorship	\$ 2,000.00		0%
	Merchandise Profits to VT Foundation	\$ 1,200.00		0%
	Donation to VT Foundation-Coord Endowment	\$ -	144.00	
	Education	\$ 1,000.00	495.99	50%
	Communications	\$ 250.00		0%
	Coordinator Endowment (pass-thru)	\$ -		
	Cost of Goods Sold		1,928.26	
	Subtotal Expenses-Programs	\$ 6,150.00	\$3,233.33	53%
Total Expenses		\$ 9,880.00	\$4,779.95	48%

Addendum to the Minutes

Via email on February 26, 2018, Treasurer Elect Georgianna Hall recommended that the following people serve on the 2018 VMGA Audit Committee in addition to herself:

Pauline Vander Veer Pauline.vanderveer@gmail.com – retired government auditor

Jo Ella Samp (joella.samp@mgnv.org) –retired CPA

Pat Reilly Pat@TheReillyGroup.net – former Treasurer, VMGA

Pat Brownell Patbrownell100@gmail.com

Georgi Hall georgi.hall@verizon.net

All of the current officers in VMGA approve this audit committee.