

Virginia Master Gardener Association, Inc.
Annual Meeting
June 20th 2009 (as amended 11/6/12)
VA. Tech Blacksburg, VA

Attendance:

Meeting open to all Master gardeners attending the 2009 Master Gardener College.

Call to Order –

President Betty Villers called the meeting to order at 7:00 p .m.

Introductions;

Introduction of the VMGA Board: Betty Villers; President, Cheryl Sebera; Vice President, Christy Brennan; Secretary, Bill Scott; Treasurer.

Minutes:

The minutes of the 2008 Annual Meeting were approved as posted on the VMGA web site.

Treasurer's Report – Bill Scott

Bill presented copies of the treasurer's report; this has been a very good year. There were no questions and the treasurer's report was accepted as read.

The report is attached at the end of this document

COMMITTEE REPORTS:**Audit Committee: Jim Scibek- Chair**

Members: Barbara Geer, and Tina Chaleki

The VMGA audit committee met on Wednesday June 10, 2009 to review documentation of all VMGA accounts. Financial documentation including check registers, canceled checks, bank statements and receipts were reviewed.

The committee found that the records were accurate and correctly represented the financial transactions of the VMGA for the period 1 June 2008 through 31 May 2009.

Education Committee: Barbara Geer – Chair

Members: Lori Hamlett, Betty Jo Hendrix, Patty Richard, Ira Wallace

The education committee was given the task of planning high quality continuing educational events throughout the State for Master Gardeners. The committee is proud to announce that the first event will be held Oct 13, 2009 in cooperation with the Master Naturalist Program, titled "Moving towards Sustainability" in Charlottesville, at Tufton Farms. Informational handouts on this event were available.

On Oct 31st another continuing education event is planned in Western Tidewater area at Carlton, the Isle of Wight. There will be more information on this event as the date gets closer.

The committee has also planned a Mini Master Gardener College Day, as requested by members who responded to the survey indentifying educational needs. This event will be held at VA State University. Several breakout sessions are planned on the topic of organic gardening.

Check the VMGA.org web site for more information on these events.

Newsletter- Peggy Fox- Content Editor, Dawn Myerricks- Lay out Editor

Since last July, Peggy has been the content editor and she thanked everyone for sending the unit reports. We would like to include more information from Master Gardener Unit Newsletters from around the State. Please make sure your units newsletter is sent to Betty Villers who forwards it to Peggy Fox.

- Please send Unit Reports to Cheryl Sebera by the First week in July.

Membership – Mary Ann Kincaid, Chair

As of June 13, there are 462 current members of the Virginia Master Gardener Association. Of these, 293 are Active members; 5 are Auxiliary members; and 164 are Lifetime members.

We are awaiting renewal of 157 members whose memberships expired 5/31/09.

Unit Support - Frank Reilly, Chair

Frank Reilly, Chair

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

1. We handled two units' questions regarding 501(c) 3 status, filing for it, sales tax, and non-profit status. We know at least one of these units successfully applied for and received their non-profit status.
2. We provided some clarification to the Board about the need for an Emeritus Status of membership for VMGA. Our recommendation was that we do not need this designation we recognize Master Gardeners, and if their unit recognizes them as an emeritus MG they are for our purposes a Master Gardener and entitled to be a member of VMGA. You should also recall that Agents and other Extension employees are entitled to join VMGA.
3. Began a project to track Unit impact throughout the state – We need some additional help to bring this to fruition.
4. Started a web page dealing with Budget impacts listing talking points for local government officials and state legislators.
5. We have been asked questions regarding ownership of property by MG Units and how Units can function in the absence of Agents or Paid Coordinators. We hope to put on an educational event dealing with the budget difficulties, and lack of paid coordinators, in this coming year.

Communication Committee

Frank Reilly, Chair

Members: Cheri Haggerty, Kathryn Debnar, Shelby Snyder, Betsy Lyons, Tom Bolt, Paul Campbell, George Graine,

1. Again we prepared an advertising presentation for MG College over 2362 people viewed it on line or downloaded it or checked out some of the other College orientation and AFQ files. We will do this next year and could use some pictures that you take here at College this year.
2. November 10th marked our tenth anniversary as VMGA.net. We've grown from a single page giving the minutes of the last meeting to a large web site with more than 480 pages of content and more than 47,000 unique visitors annually.
3. The most popular pages are: The Front Page, Calendar, College, and our various links pages. However some pages that had more than 500 visitors last year include – MG Gear (our sales page), The Endowment Page, The endowment page that explains how to set up your Food Line frequent shopper card to benefit the endowment, and the Unit support page which has information about non-profit status, sales tax etc.
4. 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 leave the site from that 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.
5. If you unit has a website, please look to see if our listing for you is current. Currently there are at least 4 dead links, and a few more pages that have not been updated in so long that they seem to be written in Latin. If you unit does not have a unit web site we can help you get started and your site can be hosted by VMGA.net

Finance Committee – Ted Jenks, Chair

Members: Jim Kincaid (Virginia Beach); Bill Scott (Fairfax)

Ted presented the proposed budget for 2009. VMGA's cash position remains strong, however, on a long-term basis the Finance Committee continues to believe there are some critical areas that should be addressed.

- First, the Member & Roster actual expenses for the past two years have come in under the budget of \$2,000 due to distributing directories through the unit representatives which we believe is very positive. Additional savings could be realized if an electronic solution of some type were utilized. A way to implement this option should be studied so that if it is required in the future we will be ready.
- On a long-term basis, the Education and Newsletter programs, which are making significant improvements this year, need continued review by the Board of Directors to ensure that these programs provide a meaningful and informative benefit to the membership. These programs should be the answer to the question, "What benefit does a VMGA member

receive from his (her) membership in the organization?” From a financial standpoint, the education programs, once established as a strong component of VMGA membership, could be structured to produce a small profit to help cover the total costs of the organization.

- The Committee believes that the name of the Lifetime membership classification should be reviewed. Many members assume once the Lifetime dues are paid, they remain a Lifetime member whether or not they qualify as an “active” Master Gardener as required by the bylaws for this classification of membership. Perhaps a name change or modification of the name would clarify this confusion.

VMGA, Inc.
FY2010 Budget Assumptions
June 1, 2009 to May 31, 2010

- 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 \$225 for Communications and \$50 for the Unit Support Committee.
- Education represents the expenses of FY2010 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 FY2010. 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 using electronic means like the newsletter is done. Approximately 450 ballots by Email and 125 by U.S. Postal Service.
- 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 and renew members in FY2010. If an electronic solution for the directory were utilized, as discussed in the Finance Committee report, these costs would be significantly reduced.
- Newsletter expenses are composed of \$840 for printing costs and \$360 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 \$400. This represents an increase of \$50 compared to FY2009.

Motion for the budget as presented was made, seconded and approved. The budget has been attached to the annual minutes.

Special Committees:

P. Diane Relf Education Endowment Fund : Paul Campbell Chair

Committee Members: Ed Hazelwood (Hanover), Fran Gregory (Northern Shenandoah), Jim Revell (Bedford), Jen Bainbridge (Halifax). All members have received this scholarship in the past.

Donations: In addition to the VMGA budgeted amount for these scholarships, donations were received from the following individuals.

-Julie Denny, Debi Edwards, Penny Thompson, Seth Walton,

- Dawn Filipowicz in memory of Joan Pardee
- Corann Kitchen in memory of Catherine Mellichamp
- Susan Brock and family in memory of Louise via Burch
- Alexandra Wunderly of the deceased students and faculty VT
- Kathleen Turner in memory of the VA Tech students
- Gretchen Fisher in memory of Dick Ewing

Selections: Following review and evaluation of the submitted applications by the Committee, the following individuals were nominated and selected for receipt of the 2009 Master Gardener College Scholarships. The checks will be presented at a later date.

Selectees	Unit	Ext Agt/Coordinator
Debbie Hizer	Lynchburg	Don Davis
Mary Lyons	Prince George	Scott Reiter
Sheela Macumber	Chesapeake	Mike Andruczyk
Jack Price	Rappahannock	Tim Ohlwiler
Peggy Stuart	Fairfax	Adria Bordas
Seth Walton	Loudon	Debbie Dillon

Seth Walton became sick and was unable to attend MG College so he will receive his scholarship next year.

Endowment Committee : Kathryn Debnar, Chair

Kathryn presented the financial history of the Endowment Fund and thanked everyone for attending the Friday night reception, from the 260 attendees at MG College there have been seven major gifts 1 (\$1000), 2 (\$300), 2 (\$200) and 2 (\$50) and 5 have joined the 50/5 campaign.

VA State Coordinator Endowment Report
June 12, 2009

Cash on Hand	\$ 94,673.81
O/S Pledges	\$ 18,940,00.00
Dempsey Deferred gift	\$100,000.00
Lerch Deferred	\$ 50,000.00
Interest	\$ 18,305,88.00
Total	\$231,919,69.00

VA Green Industry Council: Cheri Haggerty, Chair

VMGA became a member of the Virginia Green Industry for a trial period of one year in 2008. Since then Master Gardeners have been active in the council by supplying volunteers for many events including celebrating Arbor Day at the Capital and providing volunteers to staff the Fall Festival held in Richmond.

Fund Raising: Susan Giandomenico. - Chair

Susan was not present at the meeting, Betty reported that we have sold out of several of the new pastel shirts and will be taking orders for future sales. During this year's Master Gardener College we collected almost \$1900 for sale of Master Gardener related items.

Search for Excellence: Christy Brennan, Angela Cingale and Bud Gregory

Several brave units participated in our first Search for VA. Excellence Competition this year. The judges were very enthusiastic and share in our vision to have Master Gardeners from VA showcase some of the best projects at the International Master Gardener Conference.

Several units brought Brag Boards to also showcase projects. The judges asked that their recommendations be distributed to all entries.

Winner of the SFE Competition :

Central VA –Lousia 1st Place Community Service,- highest score for all categories

Hill City – 1st place Youth Programs

Northern VA. – 1st place Workshops and Presentations

Hanover – 2nd place Youth programs

Winners of the Brag Board Competition:

Loudoun County : 1st place Community Food Resources and Nutrition

VA Beach – 2nd place Community Food Resources and Nutrition

York – 1st place Hort Therapy

Thanks to everyone that participated. The judges have requested mini training sessions, including critiquing past presentations to help us prepare- we will keep members informed of these events.

Remember the next International Master Gardener College will be in our own back yard – West VA in 2011. Get ready to showcase your unit by entering in the Search for VA Excellence competition at MG College next year.

State Fair- Christy Brennan, Chair

The 2008 VA State Fair was a huge success. Over 6,000 contacts were reported and this does not include the last weekend!

Over 25 counties were represented by the various Master Gardener units which volunteered. A letter from Jennifer Ross, Program Manager of State Fair of VA. expressing thanks to Master Gardeners was read.

The Extraction of Strawberry DNA was a huge hit with kids, teachers, and parents, even Governor Kaine's wife and children came by to participate in our demo.

The "new and improved" Hanover Landcare Stewards Firewise Landscaping model made its debut and was featured in presentation by Frank Reilly of the VMGA, Dave Close (VCE Master Gardener Coordinator from VA Tech) and Barb Steward of the National Park Service.

This year the State Fair will be held September 24th through October 4th at the Meadow in Doswell, Caroline County. The location is exactly one mile from Kings Dominion. The education exhibits will open one hour earlier at 9am.

VCE will have additional representation by having a Jr. Master Gardener day the first Sunday and a Master Naturalist day on the second Sunday. Please let Christy know if your group has one of these programs and is interested in participating.

Thank you to all the Master Gardeners that have volunteered with the State Fair making it a success.

Remember to enter your plants and harvest at the fair by going to the Statefairva.org. -search under competitions.

Extension Liaison - Dave Close, MG Coordinator

This is the 20th anniversary of Master Gardener College and in honor of this event – Dave telephoned Cheri Haggerty during the meeting for an announcement. Cheri read a proclamation from Governor Kaine proclaiming June 15th – June 21st as Master Gardener Week.

Dave presented a framed copy of the Governor's letter which will be on display in his office.

Record keeping update- we still do not have a new one.

Handbook Update- half of the chapters are updated . Each unit update is published in the In Season, the State Coordinator publication.

Results of the National Extension MG review (SSRDS)-nationally we are strong with 94,805 volunteers with over 64.5 million volunteer hours, reported. The review is to make sure that Master Gardeners have a voice in Washington DC by informing elected officials.

President's Report :

This year VMGA has focused on our mission to be a resource to all Master Gardeners and a liaison to Cooperative Extension.

The VMGA web site – informs MGs through the calendar of events and links to other area events, we are a strong organizational presence at Master Gardener College, we publish a newsletter reporting all units from around Va. and we have bi-monthly meetings in a different district.

The unit support committee successfully guided a unit to a fast 501(3) c status and has prepared a CD available for other units who wish more information.

VMGA has been instrumental in representing Master Gardeners to legislators during the State Budget Sessions.

VMGA has been part of a grant application for the Beautiful Gardens Program. Master Gardeners have been a part of this program since 2005.

Unit reports- we would like to encourage all units to let us know what's going on around the State, please send us a copy of your newsletter and website address.

The VMGA Education Committee is planning several quality continuing education events this year.

The VMGA promotes fellowship during Master Gardener College and through the bi-monthly meetings in each district.

Several Master Gardeners have been published in several gardening magazines, Betty will forward more request for ideas and tips to all unit reps.

A reminder to. Include VA Cooperative Extension with your Master Gardener title when publishing. Exp. "Your name, VCE Master Gardener".

If your unit would like to Host meeting in 2011 please let us know.

Thank you to Patty Gamache for putting together the goody bags for this year's MG College.

We have several volunteer opportunities for next year so please let Betty know if you are interested in volunteering for either

- Goody bags for 2010 MG College

- Silent Auction – the big fund raiser for the Endowment fund

New Business- Hugh Rooney – suggestion to develop a mailing list for members only for the electronic issue of the membership directory.

This issue has been discussed and we are currently working on resolving security issues.

The next VMGA Board meeting will be held the Claytor Nature Center, Bedford, hosted by Hill City Master Gardeners.

Meeting Adjourned, 8:15pm

Announcements

Sites for the VMGA Bi-Monthly Meetings –

August- Bedford

October – Lexington area

December- VA Beach

Respectfully submitted,

Christy Brennan, VMGA Secretary

VMGA, Inc.
Proposed FY2010 Budget
June 1,2009 to May
31,2010

Income		
Membership		
Regular		\$ 1,400
Lifetime/Advanced Payments		<u>4,000</u>
	Total Membership	5,400
Gifts for EEF Scholarships		-
Education		3,000
Fundraising		<u>1,000</u>
Total Income		<u><u>\$ 9,400</u></u>
Expenses		
Communication/Support		\$ 275
Coordinator Endowment Committee		100
Education		3,000
EEF Scholarships		600
Elections		125
Fundraising Committee		50
Fundraising Gifts to VT Endowment		1,000
Marketing		300
Membership & Roster		2,000
Newsletter		1,200
State Fair		400
Officers' Expense		
President		125
Vice President		25
Secretary		100
Treasurer		<u>100</u>
Total Expenses		<u><u>\$ 9,400</u></u>

Virginia Master Gardener Association, Inc
Annual Treasurer's Report
June 20, 2009

Data As OF: **Balance Sheet**
5/31/2009

Assets

Checking Account Balance	\$9,452.53
PDR Education Endowment CD Balance	\$13,943.30
Reserve CD #1 Balance	\$0.00
Reserve CD #2 Balance	\$4,735.19
Future Dues CD Balance	\$5,864.40
Fundraising Inventory	\$788.98
Total Assets	\$34,784.40

Liabilities

Unearned Income - Future Dues	\$9,531.01
Coordinator Endowment Funds Payable	\$1,078.00
Coordinator Endowment Fundraising Gifts Payable	\$1,411.88
Restricted Gifts for Scholarships	\$0.00
Total Liabilities	\$12,020.89

Net Assets

Accumulated Earnings	\$20,496.57
Current Year Earnings	\$2,266.94
Total Net Assets	\$22,763.51

Total Liabilities and Net Assets	\$34,784.40
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Virginia Master Gardener Association, Inc
Annual Treasurer's Report
June 20, 2009

Checking Balance as of	5/31/2008		\$6,714.86
	Receipts		\$7,957.07
	Coord Endowment Gifts	\$1,078.00	
	FY 10-19 dues	\$3,780.00	
	FY 09 dues (current FY)	\$1,108.60	
	Education	\$0.00	
	Fundraising	\$1,760.47	
	Gift for EEF	\$230.00	
	Restricted Gift for Scholarship	\$0.00	
	Disbursements		-\$4,692.85
	Comm/Support	-\$723.12	
	Coord Endowment Cmte	\$0.00	
	Coord Endow Gift Transfers	\$0.00	
	Education	\$0.00	
	Education Scholarship-Spec	-\$350.00	
	EEF Scholarships	-\$600.00	
	Elections	\$0.00	
	Fund Raising Cmte	\$0.00	
	Fund Raising Gifts to Endowment	\$0.00	
	Marketing	-\$225.00	
	Membership & Roster	-\$1,342.32	
	Newsletter	-\$778.63	
	State Fair	-\$420.57	
	Officers Expense		
	President	-\$98.09	
	Vice President	\$0.00	
	Secretary	-\$62.21	
	Treasurer	-\$92.91	
	Transfers		-\$526.55
	EEF Gift Transfers	\$0.00	
	Lifetime Dues Transfers	\$0.00	
	Reserve CD Transfers	\$0.00	
	Fundraising Inventory	-526.55	
Checking Balance as of	5/31/2009		\$9,452.53