

**VMGA ANNUAL MEETING**  
**BLACKSBURG, VA JUNE 29, 2014**  
**Torgersen Hall, VaTech**  
**MEETING MINUTES**

Attending: List of attendees attached.

The meeting was called to order at 7:00 p.m. by Tom Bolt, Norfolk, president.

Secretary's Report

Mary Ann Kincaid, Virginia Beach, secretary, presented the minutes of the June 22, 2013, VMGA Annual Meeting for approval.

The 6/22/13 minutes were approved.

Treasurer's Report

Pat Reilly, Prince William, treasurer, presented the Treasurer's Report as of May 31, 2014.

The report was accepted for audit. A copy follows this report.

NEW BUSINESS

VMGA Bylaws

Amendments to the VMGA Bylaws were presented. The purpose of these changes is to make the Bylaws in compliance with IRS regulations in regard to VMGA's re-application for 501(c)3 status.

A motion was made and seconded to approve the revised Bylaws as presented. The motion was approved unanimously.

Tom Bolt advised that Jim Scibek, Fauquier, chairperson of the Bylaws Committee, will be recommending additional Bylaws changes. However, the changes approved today are needed immediately to support VMGA's 501(c)3 application.

The Bylaws, showing the approved changes, follow these minutes.

UNFINISHED BUSINESS

None

## STANDING COMMITTEES

### Audit

Kathryn Debnar reported as follows:

The audit review team (ART) of Kathryn Debnar-Roanoke, Barb Bailey- Loudoun and Alta Jones-Loudoun met with Pat Reilly, treasurer, on June 10, 2014 to review the financial records of Virginia Master Gardeners Association. ART's main focus was to review internal controls for fraud prevention, accuracy and completeness of financial records and process integrity. Our approach was to walk through the major processes, evaluate internal controls and trace transactions from the operating account to the subsidiary ledgers and/or source documentation.

#### Out of Scope

- The IRS filing to be reinstated as an exempt entity
- Adequacy of Chart of Accounts
- Testing for compliance against Financial Policies and Procedures Manual

We concluded the cash bookkeeping activity has been adequately captured within the Quicken software and cash balances in the operating accounts and certificates of deposits were correctly reported to the Officers and the Membership. The subsidiary ledgers and/or deposit and disbursement source documentation were well organized and recorded at a detailed level to provide appropriate audit trail for the transactions.

A weakness was noted in the lack of formal Financial Reporting Policies and Procedures. This weakness breaks down into several parts:

*Periodic compilation of bookkeeping records into the three financial reports required by the IRS and Financial Accounting Standards: Statement of Financial Position (Balance Sheet), Statement of Activity (Income Statement) and Statement of Cash Flows is not an established process. The Activity accounts (income statement) are not set up to break down into three functional activities of Programs, Fundraising and General Management. This may or may not be an issue since there are only a small number of transactions and could be done in a spreadsheet. The Financial Reports should have a formal review by the Finance Committee prior to being submitted to the Officers and the Membership. Policies providing guidance on period end accounting entries have not been developed. A procedure for reconciling published financial reports to the accounting general ledger needs to be developed and followed.*

We recommend that examples of financial reporting policies and procedures (FRPP) manuals from other small not-for-profit organizations be reviewed and used to develop VMGA's FRPP manual. The use of small non-profit accounting software such as (Quick Books), provide the required Financial Reports within the reporting module and provide the audit trail between the general ledger trial balance and the Financial Reports. Customized reports are also possible. We recommend converting from Quicken to Quick Books for non-profits. Tutorials are available allowing for non-accountants to master Quick Books.

### Unit Support

Frank Reilly, Prince William, chair, reported that the members of the Unit Support Committee include Pat Reilly, Prince William, Karen Sacasky, Hill City, Pinky Derieux, Virginia Beach, and whomever else is needed.

During the past year, the Committee has helped units with the following issues:

- ④ Questions regarding 501(c)(3) status.
- ④ Questions regarding the establishment of best practices for unit governance.
- ④ Questions regarding re-gaining 501(c)(3) status.
  - To ask questions of the Unit support committee, contact them at [unitsupport@vmga.net](mailto:unitsupport@vmga.net)
- ④ The Committee has established a web page dealing with BMPs for Units.

### Communications

The Committee includes Frank Reilly, Prince William, chair, David Banks, Kathryn Debnar and Shelby Snyder (Roanoke), George Graine (Fairfax), Paul Campbell (Virginia Beach), George Alapas (Prince William), and Tom Bolt (Norfolk).

- ④ Webmaster David Banks
- ④ November 10th was the 14th anniversary of VMGA.net.
- ④ David Banks totally revamped site with help from Pat Reilly in 2014.
- ④ Ralph Mason totally re-vamped the Calendar page, now operated by Kathryn Debnar
- ④ 13,806 unique visitors annually visited 73,964 pages.
- ④ Most popular pages:
  - Front Page
  - Calendar
  - Endowment Page
- ④ Post your events on the site.
- ④ We can help you start or host your site

### Coordinator Endowment Fund

The committee consists of Michelli Booker, Tom Bolt, Dave Close, Kathryn Debnar, John Freeborn, Joe Kelly, Bill Scott, Betty Villers and Pat Reilly, Chair.

Activities of the committee this fiscal year:

- Endowment web pages were updated on the VMGA website
- For the first time, money was moved from the interest income account into the corpus of the Endowment where it will earn further interest
- Improvement has been seen in the timeliness of posting donors and their respective donation levels to the VCE-MG Program website. Much of the improvement is due to Dave and John being able to hire a student devoted to the VCE-MG program's web site.
- Visits were made to (3) units to present information about the Endowment
- Articles appeared in all issues this year of *The VMGA Report* and *In Season*
- Given that the Friday night reception at Master Gardener College has been eliminated to allow College attendees to have a "free" night, the committee focused on Saturday night at MG College as the fundraising event for the Endowment
- Lapel pins and other acknowledgement gifts were purchased for the Silverbell (\$500-\$999) and Bald Cypress (\$1,000-\$4,999) donor levels. Donors at this level had not yet been thanked publicly. A recognition ceremony was held Friday morning June 27, 2014, at MG College,.
- The committee has worked with CALS Development to provide more meaningful data about the Endowment to members and MGs across the state.

Growth of Endowment Balances during Fiscal Year 2014:

	June 1, 2013	May 31, 2014
Cash gifts and pledge payments	\$202,119	\$226,666
Deferred commitments	\$190,000	\$190,000
Interest income account	\$48,755	\$58,316

## Status of the Endowment Balances as of June 16, 2014

	Feb 1, 2014	Apr 1, 2014	Jun 16, 2014
Market value	\$270,530	\$271,439	\$287,986
Cash gifts and pledge payments	\$210,817	\$212,319	\$226,666
Outstanding pledges	\$5,075	\$5,875	\$6,175
Deferred commitments	\$190,000	\$190,000	\$190,000
Interest income account	\$14,159	\$17,036	\$19,931
Total market value & pledged/committed	\$471,771	\$484,350	\$504,092

The Committee would like to thank its supporters without whom this progress would not be possible. Pat Reilly noted that the \$10,000 matching grant for Coordinator Endowment pledges expires 6/30/14. As of 6/28/14, 61 new pledges had been received in the amount of \$3,785.

Janice Wells, Virginia Beach, noted that as a relatively new Master Gardener and a new attendee at MG College, she was unaware of the importance of the Coordinator Endowment fund and the pledge support from Master Gardeners.

### Master Gardener College Scholarships

Marilyn Riddle, James City County/Williamsburg, chairperson, announced the winners of the 2014 \$500 scholarships to Master Gardener College and awarded the checks. The winners are:

Kathryn Debnar	Roanoke
Wanda Gerard	Suffolk
Tammie Lowry	Wythe/Bland
Robert Miles	Hill City/Lynchburg
Bill Willis	Prince William

### Education Committee

In the absence of chair Robyn Puffenbarger, Wanda Gerard, Suffolk, announced an upcoming VMGA education event. It will be held Saturday, September 27, 2014, at the Virginia State University campus in Petersburg. The focus of the symposium will be permaculture. The cost, including lunch, will be \$25 for VMGA members and \$40 for non-members. Details will be distributed in the near future.

The Committee is asking for volunteers to help that day with registration and moderating classes. Interested volunteers should contact the committee chair, Robyn Puffenbarger.

### Finance Committee

Pat Waring, Bedford, chair, presented the proposed 2014-2015 VMGA budget. A copy follows these minutes. A motion was made and seconded to approve the budget. The motion was carried unanimously.

### Fund Raising

Pat Reilly, interim chair, reported as follows:

This past year, merchandise sales was handled by Betty Villers until December, 2013, when Pat Reilly assumed responsibility for the inventory. Many thanks to Betty for taking on the Fundraising Committee on a temporary basis – “temporary” turned into several years. VMGA owes Betty a debt of gratitude for taking care of this activity that has so much impact on our Endowment donations.

There are many others to thank as well – everyone who promoted VMGA’s Master Gardener Gear, transported items for purchases, picked up inventory and everyone who made a purchase.

Total sales for the year June 1, 2013 through May 31, 2014 is \$4,660.70. The actual cost of the merchandise sold this past fiscal year is \$2,266.29, resulting in a profit of \$2,394.41. The value of the inventory on hand is \$3,238.43.

During this past year, Webmaster Dave Banks set up PayPal for merchandise purchases. The Merchandise sales web pages on the VMGA website were updated and given a place on the menu bar. Lastly, merchandise inventory was verified by Audit Committee member Kathryn Debnar on Tuesday, June 10, 2014, confirming a complete count and verifying the value of the inventory.

The committee sought to identify a new chair or person to handle sales, but has not yet been able to do so.

### Membership

Deb Straw, Hill City/Lynchburg, chair reported as follows:

MEMBERS	<u>6/26/2014</u>	<u>6/15/2013</u>	<u>7/22/2012</u>
ACTIVE	272	300	238
AUXILIARY	5	6	12
LIFETIME	165	169	169
EMERITUS	6	3	3
<b>TOTAL CURRENT</b>	<b>448</b>	<b>478</b>	<b>422</b>

As of 6/26/2014 the membership total is 448 current members.

As of 6/26/2014 we have 188 members who have not renewed and are subject to be dropped. Of the 188 who have not renewed, 170 of those members either renewed or joined last year (2013), 78 of those members joined or renewed after 6/30/2013.

The committee thanks those who have renewed their membership and who have encouraged new members to join. If you have not renewed for this year, please contact the Chairman for an application. An application must accompany your dues in order for the committee to process your membership application.

The 2014 Roster will be distributed in August. Members must have paid their dues by 7/23/14 in order to be included on the roster.

The Roster will be distributed via e-mail and, for those who do not wish to receive the roster by e-mail, printed copies will be available for the reps at the August 9 VMGA Board Meeting.

#### Newsletter

In the absence of the Newsletter editor, Jan Worthy, Tom Bolt advised that articles are needed for the next issue. Since permaculture is the featured topic at September VMGA Education event, articles on that topic would be very timely.

#### State Fair

Christy Brennan, chairperson, reported as follows:

The Virginia Master Gardeners' feature at the 2013 Virginia State Fair was 'parts of plants.' The booth and the educational demonstrations were well received by the State Fair staff, teacher reviews and fellow Master Gardeners. VCE and Dave Close provided tote bags and pencils for each teacher who brought her class to our booth.

Master Gardeners educated Fair goers on the parts of plants and their uses and also helped out with the State Fair Seed Expo. MGs gave away thousands of vegetable and flower seeds and red wiggler worms to Fair goers, answered questions and distributed educational materials.

The MG booth was in the Horticulture Pavilion, which was good. We have recommended more signage to bring in more traffic and asked for increased lighting in the evenings.

In 2013, eight Master Gardener units' volunteers participated in the MG Booth. 5,000 contacts were reported, which may be low as all of the contacts visiting the Seed demo and asking questions were not recorded.

This year the Fair is September 26-October 5 at The Meadow Event Park. To help celebrate the 100<sup>th</sup> Anniversary of Cooperative Extension, one day is dedicated as VCE Day. Contact Christy Brennan to volunteer your unit.

Consider entering your crops and/or plants in the Fair competition. You can pre-register now. Entry forms, guidelines and information are available at [www.statefairva.org/competitions](http://www.statefairva.org/competitions).

### State MG Coordinator

Dave Close reported that Leadership Training classes are scheduled, 2 in August and 2 in September. More information will be distributed shortly.

Dave announced the Search for Excellence winners. There were 6 entries. Four of the 7 categories had winners.

Youth	James City County/Williamsburg
Demonstration Gardens	Norfolk
Community Service	New River Valley
Innovative	Arlington/Alexandria (1 <sup>st</sup> )
	Hanover (2 <sup>nd</sup> )



John Freeborn thanked the Master Gardeners for their support of Master Gardener College. This year there were 105 first time attendees. The total number registered was 265.

#### Vice President's Report

David Mims, Rockbridge, vice president, advised the group that he had found the last two years as VMGA vice president memorable.

#### Election of Officers

Joe Kelly, Arlington/Alexandria, chairperson, reported on the election held electronically earlier in the year. There were some issues, which were eventually solved. 600 ballots were sent out and 217 responded, yeilding a voter rate of 36%.

#### Introduction of New Officers

Tom Bolt introduced the new officers to the members. They are: Christy Brennan, Hanover – president; Angela Cingale, James City County/Williamsburg – Vice President, Joan Richards, Fairfax Green Spring – Secretary and Pat Reilly, Prince William – Treasurer.

#### Closing Remarks

Tom Bolt thanked the members for their support during the past two years and noted he would be continuing on the Executive Board as past president.

Christy Brennan noted that her goal is to increase VMGA's value as an umbrella organization, bringing together all the units in the State to increase the visibility and awareness of Master Gardening in Virginia.

The meeting was adjourned at 8:10 p.m.

Submitted, Mary Ann Kincaid

Virginia Master Gardener Association  
Treasurer's Report  
Annual Meeting  
June 28, 2014 Blacksburg, VA

Summary of Checkbook Activity

Balance June 1, 2013	\$18,986.10
Inflows	\$11,413.89
Outflows	\$21,827.91
Ending balance May 31, 2014	\$8,572.08

Statement of Position (Balance Sheet)  
June 1, 2013 – May 31, 2014

Assets	
Cash	\$ 8,572.08
PayPal Balance	\$ 406.53
Reserve CD #1 Balance (PD Relf MG College Scholarships)	\$ 14,488.01
Reserve CD #2 Balance	\$ 5,016.65
Future Dues CD Balance	\$ 6,108.57
Fundraising Inventory	\$ 3,238.43
Total Assets	\$ 37,830.27
Liabilities	
Unearned Income – Future Dues	\$ 9,265.22
Coordinator Endowment Funds Payable	\$ 2,394.41
Restricted Gifts for Scholarships	\$ 258.05
Total Liabilities	\$ 11,917.68
Net Assets	
Unrestricted (Current FY Dues, Merchandise Sales Revenues)	\$ 8,256.14
Temporarily Restricted (MG College Scholarships, Future Dues)	\$ 17,656.45
Total Net Assets	\$ 25,912.59
Total Liabilities and Net Assets	\$ 37,830.27

FY14 Income and Expenses to Budget  
June 1, 2013 – May 31, 2014

INCOME		2014 Budget	FY14 Actual
Income-Admin	Membership Dues FY2014	\$ 4,320.00	\$ 3,595.44
	Membership Dues FY2015 – FY2023	\$ 1,320.00	\$ 3,156.65
Income-Fundraising	Fundraising (Merchandise Sales)	\$ 1,200.00	\$ 4,660.70
	MG College Scholarship Donations	\$ -	\$ 258.05
Income-Programs	Education Events	\$ 6,000.00	\$ -
Total Income		\$12,840.00	\$11,670.84
EXPENSES			
Expenses-Admin	President	\$ 250.00	\$ -
	Vice President	\$ 25.00	\$ -
	Secretary	\$ 75.00	\$ -
	Treasurer	\$ 85.00	\$ 131.52
	Professional and Legal Fees	\$ -	\$ 61.00
	Nomination & Elections	\$ 150.00	\$ 30.38
	Membership	\$ 1,000.00	\$ 699.98
	Subtotal Expenses-Admin	\$ 1,585.00	\$ 922.88
	Expenses-Fundraising	Fundraising (Merchandise Purchase)	\$ -
State Coordinator Endowment		\$ 1,200.00	\$ 1,022.44
Silent Auction		\$ -	\$ 52.34
Subtotal Expenses-Fundraising		\$ 1,200.00	\$ 3,209.48
Expenses-Programs	State Fair	\$ 350.00	\$ 430.05
	Education	\$ 6,000.00	\$ -
	MG College Scholarships	\$ 1,155.00	\$ 1,155.00
	Marketing	\$ 200.00	\$ -
	MG College Sponsorship	\$ 400.00	\$ 2,000.00
	Merchandise Profits to VT Foundation	\$ 1,200.00	\$ 2,394.41
	Newsletter	\$ 500.00	\$ -
	Communications	\$ 250.00	\$ -
Subtotal Expenses-Programs		\$10,055.00	\$ 5,979.46
Total Expenses		\$12,840.00	\$10,111.82

# The Virginia Master Gardener Association, Inc.

## Bylaws

(Amended April 12, 2008)

### ARTICLE VII

#### Committees

Section 1. The Association will have Standing and Special committees, whose membership will consist of at least three members selected by the President and approved by the Board.

Section 2. The Standing Committees will be: Communications, Education, Finance, Membership, Newsletter, **and** Unit Support **and Fundraising**.

(a) The Communications Committee will foster communication between individual and local groups of Master Gardeners.

(b) The Education Committee will plan and coordinate the educational activities of the Association, as approved by the Board of Directors.

(c) The Finance Committee, composed of the Treasurer and a representative of each standing and special committee, will assist the Treasurer in preparing and submitting a budget to the Board of Directors.

(d) The Membership Committee will develop plans and programs to increase membership in the Association and will assist in their implementation with the approval of the Board.

(e) The Newsletter committee will publish the Association Newsletter (The VMGA Report) as needed.

(f) The Unit Support Committee will collect, maintain, and provide data that will assist localities in establishing MG Associations, or improving existing units.

**(g) The Fund-Raising Committee will seek out funding sources, ideas and activities and will pursue and coordinate these with the approval of the Board.**

**RATIONALE: The Fundraising Committee has acted like a Standing Committee for at least five years, i.e. “perform a continuing function” (Standing Rules, Committee Guidelines). It is responsible for maintaining and selling VMGA’s inventory of merchandise. The value of the inventory (around \$4,000 for the past five years) and the financial responsibilities of annual sales ranging from \$3-5,000 each year require that this position operate year-round. Given the financial oversight of this significant amount of money, the Chair should be held to the same standards of conflict of interest as the other Board Members, and likewise afforded the protections of that policy. All yellow highlighted text supports removal of the Fundraising Committee from a Special Committee and move it to the section of Standing Committees along with the formatting necessary to make that change.**

Section 3. The Association’s Special Committees will include Audit, **Fund-Raising**, Nomination and Election, State Fair, State Conference and such other committees as the President may

appoint and the Board may approve. Special Committees will be dissolved upon completion of their assigned task

(a) The Audit Committee will consist of three (3) members, none of who are on the Board, who will be appointed by the President and approved by the Board at least ninety (90) days before the end of the fiscal year. The Audit Committee will examine the ~~Treasurer's accounts and submit a written report at the Annual Meeting.~~ financial records including the assets and liabilities of the organization and submit a written report at the Annual Meeting confirming the accuracy and integrity of these reports and records.

**RATIONALE:** The Audit Committee currently reviews only the Treasurer's records. The Fundraising inventory and sales represents a cash flow of several thousands of dollars, but no controls exist to protect VMGA or the individuals who manage merchandise sales. Broadening the responsibility of the Audit Committee to "records...including the assets and liabilities" adds a level of control as well as protection for the Fundraising Committee. It is also general enough to cover any future needs for deliberate review where funds are involved. The details of audits will appear in the Standing Rules or committee procedures.

~~(b) The Fund-Raising Committee will seek out funding sources, ideas and activities and will pursue and coordinate these with the approval of the Board.~~

(eb) The Nominations and Elections Committee will seek candidates for officer positions from the voting membership; will report the list of candidates to the Board of Directors at least one hundred and fifty (150) days before the date set for the annual meeting; and will prepare and distribute ballots to those members entitled to vote. It will collect and tabulate the ballots and report the election results to the Executive Committee at least ninety (90) days before the annual meeting.

(dc) The State Fair Committee will plan, organize, and operate a Virginia Master Gardener booth at the annual Virginia State Fair.

(ed) The State Conference Committee will plan and coordinate any statewide conference decided upon by the Board.

FY 2014-2015 Budget Proposal May 15, 2014

<b>INCOME</b>	<b>Adopted FY2014</b>	<b>Proposed FY2015</b>
Membership Dues - Annual	\$ 4,320.00	\$ 4,524.00
Membership Dues - Life	\$ 1,320.00	\$ 1,440.00
<b>REVENUE</b>		
Education Registration Fees	n/a	\$ 4,500.00
Merchandise Sales	\$ 1,200.00	\$ 2,000.00
<b>TOTALS</b>		<b>\$ 12,464.00</b>
<b>EXPENSES</b>		
<b>Officers</b>		
President	\$ 250.00	\$ 250.00
Vice President	\$ 25.00	\$ 25.00
Secretary	\$ 75.00	\$ 75.00
Treasurer	\$ 85.00	\$ 100.00
<b>Standing Committees</b>		
Communications	\$ 250.00	\$ 250.00
Education (Two Events)	n/a	\$ 4,500.00
Fundraising		\$ -
Finance	\$ -	\$ -
Membership	\$ 1,000.00	\$ 1,000.00
Newsletter	\$ 500.00	\$ 100.00
Unit Support	\$ -	\$ -
<b>Special Committees</b>		
Audit	\$ -	
Nomination and Election	\$ 150.00	\$ -
State Fair	\$ 350.00	\$ 500.00
Coordinator Endowment	\$ 1,200.00	\$ 1,200.00
Silent Auction	n/a	
Marketing	\$ 200.00	\$ -
<b>Charitable Contributions</b>		
MG College Scholarships	\$ 1,155.00	\$ 2,500.00
MG College Sponsorship	\$ 400.00	\$ 500.00
Coordinator Endowment	\$ 1,200.00	\$ 1,400.00
<b>Other</b>		
State Corporation Commission		\$ 25.00
<b>TOTAL</b>		<b>\$ 12,425.00</b>
<b>Program Services Cash Reserve</b>		<b>\$ 6,000.00</b>
Merchandise Purchases		\$ 3,000.00
Education Supplem'l Spkr Fund		\$ 1,000.00

## **FY2014-2015 Budget Notes**

### **Income**

Annual Membership Dues amount assumes an 85% renewal (377 members)  
Life Membership assumes 12 new Life members. The average annual number.

### **Revenue**

Education Registration Fees assumes two events with 150 total attendees paying a \$30 fee. This amount is preliminary, committee is working on completing an estimate.

Merchandise Sales Revenue calculated by gross receipts(\$4000) less actual cost of goods sold(\$2000)

### **Standing Committees**

Education is the projected amount of expenses for two events.

Fund Raising budget dollars accounted for under Revenue and Program Services.

### **Special Committees**

Nomination and Election, no elections in 2015

Coordinator Endowment, for promoting support for the Endowment, including Silent Auction incidental expenses.

Marketing, no budget, assumes efforts are incidental to Projects' objectives

### **Other**

State Corporation Commission annual fee.

### **Charitable Contributions**

MG Scholarships reflects five scholarships @ \$500.

Coordinator Endowment contribution is amount allowable within projected budget constraints.

### **Program Services Cash Reserve**

An amount from Available, Unrestricted Funds to cover anticipated expenses not covered in the Budget.

ATTENDEES\* – VMGA ANNUAL MEETING

6/29/14 MG COLLEGE

Appomattox	Jody Purches
Arlington/Alexandria	Ray Morell
	Joe Kelly
	Liz Pittleman
	Beth Tindal
	Jane Longan
Bedford	Helen Huff
	Jim Revell
	Pat Waring
Central Rappahannock	L.B. Kline
	Clara Yates
Chesapeake	Mary Hammel
	Kandy Keith
	Robert Kelley
Chesterfield	Deborah Koller
	Lynne Foote
Culpeper	Diane Morris
Danville	Kathy Cropp
	Jennie Rogers
Eastern Shore	Julie Rogers
Fairfax	George Graine
Fairfax/Green Spring	Joan Richards
	Cyndi Bishop
Franklin (county)	Nelda Purcell
Halifax	Bill McCaleb
Hanover	Patti Bland
	Christy Brennan
Heart of Virginia	Pat Lust
Hill City/Lynchburg	Deb Straw
	Elsie Morris
	Robert Miles
	Pat Nelson
	Yolan Williams
James City/Wmbg	Angela Cingale
	Marilyn Riddle
	Kendra Swann



	Jeanne Millin
	Barbara Gustafson
	Mary Ann Kimminau
	Gary Streb
Loudoun	Sam Allaire
Louisa	Jerry Giaccai
New River Valley	Gwen Ewing
	Lynn Brammer
Nelson	Judith Fisher
Newport News	Fred Coolbear
Norfolk	Tom Bolt
	Harriette Frost
	Kate Melhuish
	Bill Gerhardt
Northern Neck	Tami McCauley
	Janice Mahoney
	Ted Munns
Northern Shenandoah	Mark Sutphen, VCE
Piedmont	Mary Stickley-Godinez
Portsmouth	Ben Dukes
Prince William	Pat Reilly
	Frank Reilly
	Bill Scott
	Bill Willis
	Patricia Hagarty
	Leslie Paulson
Roanoke	Kathryn Debnar
Rockbridge	David Mims
Suffolk	Wanda Gerard
	Jim Winters
Virginia Beach	Mary Ann Kincaid
	Jim Kincaid
	Billi Parus
	Andrea Davis, VCE
	Terri Belkov
	Janice Wells

Washington

John Allen

Richard Olson

Western Tidewater

Darryl Pierce

Wythe/Bland

Tammie Lowry

VT/VCE

Dave Close

John Freeborn

\*Reflects names of those who signed in.