

Virginia Master Gardener Association
Bi-Monthly Meeting
December 9, 2023
Minutes

The meeting was called to order at 10:00 a.m. by President Georgi Hall who welcomed everyone. This meeting was held as a Zoom with 48 in attendance.

The membership was welcomed by Jessica Miller who presented a slide presentation on the Roanoke Master Gardener Association and their programs.

Board participation:

Present: Georgi Hall (President), Nelda Purcell (Vice-President), Stacey Morgan-Smith (Treasurer), Deb Straw (Secretary), Frank Reilly (Chair, Communications), Tom Baughn (Chair, Education), Pat Reilly (Chair, Finance), Tonya Harper (Chair, Membership), Joe Kelly (Chair, Fundraising), MaryAnn Kincaid (Chair, Unit Support), Leslie Paulson (Past President), Devon Johnson, (VCE).

Georgi thanked everyone for attending and asked everyone to introduce themselves.

Minutes of the October 14, 2023, meeting was approved as corrected with Frank Reilly, making the motion.

Treasurer's Report (Stacey Morgan-Smith):

- **As of November 30, 2023,**
 - VMGA's Fiscal Year 2024 **Statement of Financial Position** includes
 - **\$24,004.79** of net assets without donor restriction and
 - **\$1,457.76** of net assets with donor restrictions.
 - The **Statement of Financial Activities** reflects a net asset loss of **\$2,272.87** due primarily to budgeted Program Support Donations reported at the August Board Meeting.
 - This report does not reflect expenses related to the November 11th education event, which were not yet received.
 - Though planned membership dues will decrease the amount of loss, the board approved a deficit budget for FY24.
- The statements were provided to the Finance Committee for review, were updated accordingly, and are included in today's minutes.
- On November 6th the executive committee was notified that on Friday, November 3rd, an unauthorized charge was placed on VMGA's credit card. It was reversed by the vendor on Monday, November 6th, and discovered by the treasurer the same day during routine account balancing. Truist customer service was called immediately. Because the charge had been reversed, Truist did not consider it fraud; however, because neither the treasurer nor VMGA had a prior relationship with the vendor, the card was canceled, and a new card issued.
- All accounts are reconciled, with all transactions cleared.

I hereby certify that, to the best of my knowledge, these financial statements are accurate and correct.

Respectfully Submitted, Stacey Morgan Smith, Treasurer

President's Report (Georgi Hall):

Welcome everyone to our December bi-monthly board meeting. Since it is such a busy time of the year and the weather is so unpredictable, we decided to have this meeting via zoom.

At 10:30 Dr. Mike Gutter Director, VCE, Associate Dean College of Agriculture and Life Sciences, VA Tech. and Dave Close, Specialist, Volunteer Engagement will be joining us to provide an update on filling the Consumer Horticulture Specialist & Extension MG Program Director position.

It isn't too early to start thinking about Master Gardener College June 5th through the 9th and VMGA's Annual meeting June 15th. On October 31st, the Board approved Gloucester's generous offer to host the FY24 Annual meeting on June 15, 2024, at Brent and Becky's Bulbs in Gloucester.

Pat Reilly made the motion that the Board approve the Annual Meeting Committee of Frank Reilly, Bonnie Bernard, Pat Reilly, Nelda Purcell, and Georgi Hall. The motion was seconded and carried.

Below is a summary of activities to date, and plans.

The objective is to support the VCE-MG College by sponsoring a regional onsite event which would offer as many traditional experiences as we would have if held in Blacksburg. The event can accept registrations from up to 100 and would be open to all active EMGs. It would be free for VMGA members and charge non-members a nominal fee.

Bonnie has secured the location at Brent and Becky's in Gloucester. She received a greatly discounted rate of \$25 that has been paid. There may be an additional charge of \$75, depending on the start time. We have started contacting possible speakers but would like additional suggestions. Cole Burrell and Robin Wall Kimmerer have been approached, and we'd naturally want to have Brent or Becky speak.

Three speakers, lunch, and the annual meeting would fill the day. We are considering either a late start or late end, with hotel options and perhaps an evening get-together for the most opportunities for interaction.

Vice-President's Report (Nelda Purcell):

Thanks to Southside MG unit for hosting our meeting in October.

Upcoming meetings in 2024 are:

February 10 by Zoom

April 13, New River Valley unit, Christiansburg

June 15, Annual Meeting at Brent and Becky's, Gloucester Unit

August 10, Henrico Unit

October 12, Hill City Unit, Popular Forest, Lynchburg

December 14 by Zoom

In 2025: August 9th, Lexington

We were joined by Dr. Mike Gutter Director, VCE, Associate Dean College of Agriculture and Life Sciences, VA Tech. and Dave Close, Specialist, Volunteer Engagement to provide an update on filling the Consumer Horticulture Specialist & Extension MG Program Director position.

Dr. Gutter announced that the Consumer Horticulture Specialist & Extension MG Program Director position has been filled. A formal announcement will be made next week. This individual should be on board in early January.

Standing Committee Reports:

1. Communications (Frank Reilly -Chair)

Members: David Banks, Jennifer Graham, and Chair Frank Reilly

VMGA.net is still a popular website. Dave Banks is the webmaster. Several updates have been made to reflect activity by the Education Committee.

December marks the 25th Anniversary of VMGA.net

The Calendar is routinely one of the top three most visited pages on the website. Listing your activity can help drive participants to your event. Submit your event to Calendar@vmga.net.

Jennifer Graham released a VMGA Newsletter and blasted it to all the members. This year marks our 28th year of Newsletter operation. We are soliciting help to help produce our Newsletter and produce content.

Jennifer prepared and distributed the Annual Membership list for the Membership Committee.

Deadline for VMGA News Submissions is December 27th.

We have blasted the meeting announcement, and the ZOOM electronic instructions for this meeting.

2. **Education (Tom Baughn-Chair)**

The VMGA Education Day Training on Saturday November 11 was produced by the VMGA Education Committee, with the aid of the host Nelson County Master Gardeners, represented by Grace Monger, Extension Agent, Judy Ogelthorpe and several others who provided coffee, tea, and quite a spread of breakfast treats in addition to all the technical support and room preparation.

At the Nelson County Extension facilities, three speakers covered different aspects of plant diagnosis.

Jim Revell introduced Master Gardeners to Plant Phenology, the dynamics of Growing Degree Days as a way to time planting vegetables to mitigate insect predation.

Pat Reilly, representing Saunders Brothers Nursery, covered the threats to boxwoods, a staple of American landscapes. The threats she discussed included diseases, insect damage, and abiotic problems. Particular emphasis was put on the development and propagation of blight resistant cultivars developed at Saunders Brothers Nursery.

Grace Monger covered some basics of plant problem diagnosis with tips for helpdesk and plant clinic Master Gardener volunteers.

At the conclusion of the speaker's programs, participants travelled to nearby Saunders Brothers Nursery for lunch and a history of the nursery's development. The nursery was founded in 1915 and today encompasses over 250 acres of plant propagation, in addition to fruit and vegetable production for an impressive array of fresh fruit, unique food and holiday paraphernalia. A bus tour of the hundreds of greenhouses and growing fields was the smash ending to this event.

Finally, a special thank you to several members of the Education Committee that made this event a great success. First and foremost, the lead organizer and tireless Ever Ready Bunny, Fern Campbell, of special note also Cynthia Falcon, Leslie Paulson, and the support of Georgi Hall. Our Treasurer Stacey Smith provided the PayPal support for online registration, and Frank Reilly and Dave Banks of the Communication Comm. provided registration lists and website listings.

Fifty-eight registered for the event and forty-six attended from 22 units of the Virginia Extension Master Gardeners. Eleven of the attendees joined VMGA.

3. **Finance (Pat Reilly- Chair, given by Diane Kean)**

The Finance Committee consists of Diane Kean (Northern Neck), Jeanne Lamczyk (Prince William), Treasurer Stacey Morgan-Smith (Suffolk) and chair Pat Reilly (Central Rappahannock).

During this reporting period, the committee reviewed the financial statements and Treasurer's report. To the best of our knowledge, the finances of VMGA are accurately represented.

We also reviewed an informational piece to be added to the website. The document addresses the categories that a nonprofit should assign to expenses, and the percentage of overhead compared to program support. The document will be sent to the Unit Support Chair, Mary Ann Kincaid, for further review.

4. **Membership (Tonya Harper-Chair)**

Total members: 508

New/renewing members: 257 (of these, 1 is Emeritus)

Friend: 1
Auxiliary: 2

Total Active: 260

Continuing members:	247 (of these, 19 are Emeriti)
Sustaining:	<u>1</u>
Total Continuing:	248

Tonya thanked the Education Committee for promoting VMGA membership during registration for their Educational event.

5. Unit Support (Mary Ann Kincaid-Chair)

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

Since the August report, the Committee has received no requests.

Unit Reps, please make sure your officers are aware of the Unit Support Committee and how it can help your Unit.

6. Fundraising: (Joe Kelly-Chair)

As of November 30, the status of the Master Gardener Coordinator Endowment is as follows:

Market Value-	\$586,681.18
Deferred Commitments-	<u>\$433,386.00</u>
Goal total-	\$1,020,067.18

Over the life of the Endowment, cash gifts and pledge payments have totaled \$480,481.98.

As of November 30, available income was \$17,252.50 (quarterly income was to post this week). On October 30, \$15,000 was reinvested into the endowment; and that will be reflected in the fund balance figure at the end of the quarter.

During the period October 1- November 30, 3 gifts totaling \$5,510 were received.

Special Committee Reports:

1. State Fair Committee (Christy Brennan-Chair)

Christy reported that she is working on ideas for sharing the hosting of the State Fair Booth.

2. Nominations and Elections Committee (Frank Reilly)

Members: Leslie Paulson, Joe Kelly, Ben Dukes, and Chair Frank Reilly

The Committee asks for nominations to: Frank Reilly – Frank@TheReillyGroup.net , Joe Kelly sjdkelly@comcast.net , Ben bendukes73@gmail.com , Leslie Paulson ljp6651@comcast.net.

Consider recommending a talented person, or volunteering yourself to the Nominations and Elections Committee for nomination to:

- President
- Vice-President
- Treasurer
- Secretary

The Nominations and Election Committee will look at those recommended for office and prepare a slate of nominees for consideration.

This December Meeting is a last call for suggestions to be nominated,

The Nominations & Elections committee and nominations will begin consideration of a slate of officers and submit them to the board for their approval.

An electronic balloting service will be used to invite members to vote. Write-in Candidates are possible.

After that elections end and are certified, the results will be announced at the February regularly scheduled meeting.

The elected officers will be installed at the end of our Annual Meeting in June 2024. They will serve a two-year term from that point until the end of the Annual Meeting in June of 2026.

This information is available on the VMGA.net website

VCE Office Report: (Devon Johnson – by Zoom)

Devon reported that the office is preparing for the Civil Rights Training for those volunteers that will be needing this for renewal.

Virginia Tech Giving Day is February 21 & 22, 2024. The office is open for a matching donor.

The Water Steward Training will be a 8 to 10 week course after Master Gardener College. The registration for this course will be separate from College Registration.

Master Gardener College will be virtual June 5th through the 9th, 2024. This year's college will consist of 4 days of virtual presentations and 1 day for in-person tours or workshops given by units around the state. The state office is seeking planning committee members as well as possible speakers for this year's college. Send your suggestions to Devon Johnson or Georgi Hall.

The VT Library has purchased access to the National Gardening Survey. If you wish to view this survey, contact Devon.

Devon reminded everyone to put their hours into Better Impact before December 31, 2023.

Unfinished Business: NONE

New Business: NONE

Announcements:

February Bi-Monthly Board Meeting February 10, 2024 – Zoom.

The due date for the Jan/Feb issue of VMGA Report is Monday, December 27th. Feel free to send any stories or tidbits related to gardening to our Newsletter Editor, Jennifer Graham.

Meeting Adjourned at 11:15 am.

President's Focus Question:

Master Gardener College (EMGC) 2024 will be held virtually, June 5-9. This will be a 5-day conference with one day of regional, in-person tours, 4 days virtual with one keynote and one concurrent each day. Sessions will be recorded and available to registrations after the conference as well.

We need your ideas!

Did you hear an amazing talk once that you think we'd all benefit from? Please share the name of the speaker and subject of their talk.

Do you have excellent ideas for an interesting speaker? Please enter ideas for specific speakers.

Do you want to learn more about a specific topic? Please share ideas for session topics (don't worry if you don't have a speaker in mind).

Do you have other ideas or feedback you'd like to share regarding Master Gardener College?

Suggestions for speakers for MG College

From Pat Lust:

Carbon Sequestration: What Industry Is Doing and How Plants Do It Better

George Schuette, GPMGA Volunteer - schuson@aol.com

Beneficial Garden Insects (or anything he wants to talk about. He is a great presenter.)

Corey Riedel – Danville Unit Coordinator Extension Agent, ANR - coreyr14@vt.edu

Something about VA natives, maybe shade gardens – She has many topics.

12/9/2023

Elaine Mills – MGNV Volunteer - emills@rksystems.com

Update on the Spotted Lantern Fly in VA

Mark Sutphin – Frederick County Unit Coordinator Extension Agent, ANR Horticulture – mark.sutphin@vt.edu

Designing Habitat Gardens

Betsy Washington – Biologist, President of Northern Neck Native Plant Society

- _bwash99@verizon.net

Controlling Invasive Plants in VA

Beth Mizell - Executive Director of Blue Ridge Prism – beth@blueridgeprism.org

Go Wild for a Healthy Garden

Hal Mann – Wood County, OH Master Gardener volunteer

For Keynote:

Pollinators of Native Plants

Heather Holm - biologist, pollinator conservationist, and award-winning author

I think she may live in Minnesota, but since 2024 will be online, that would be OK

Finding the Mother Tree

Suzanne Simard - professor of forest ecology – University of British Columbia

Again, the online format would make it possible to include this person.

Nancy Lawson – Author of *The Humane Gardener* and *Wildscape*

Doug Tallamy – talking about the mighty oak trees

From Christy Brennan:

Something on conservation and sustainable gardening. I see so many MGs that are not practicing conservation.

I think Doug Tallamy would do a virtual presentation.

Native Plants. The main interest of the HMGs.

Vegetable Gardening. The second main interest of the HMGs.

MG successful project stories that other units could adopt.

Successful organizational practices that increase MG retention and participation, such as success stories.

Meeting facilitation techniques. There are Extension Agents that may be able to teach this.

From Angelette Pryor:

A presentation by Toastmasters or similar about giving better presentations. The mini series Hanover did was very popular.

More info on American chestnut research.

12/9/2023

Presentation about making demos and how very helpful they are for teaching the public (Hanover could show the group a lot!)

Wonder if we could be one of the in-person tours for the HLC???

**The Virginia Master Gardener Association
Statement of Financial Position FY24
as of November 30, 2023**

ASSETS

CURRENT ASSETS

Cash	\$	10,882.91
Petty Cash	\$	40.00
Money Market Savings Account	\$	13,150.14
Fundraising Inventory	\$	1,389.50
Total Current Assets	\$	25,462.55

TOTAL ASSETS	\$	25,462.55
---------------------	-----------	------------------

LIABILITIES AND NET ASSETS

LIABILITIES

TOTAL LIABILITIES	\$	-
--------------------------	-----------	----------

NET ASSETS

Without Donor Restriction

Surplus Funds (a)	\$	7,674.65
Membership Dues	\$	3,180.00
Money Market Savings Account	\$	13,150.14
Total Without Donor Restriction	\$	24,004.79

With Donor Restriction

EMG College 2024 Scholarship Donations (b)	\$	283.05
Merchandise Receipts Net (c)	\$	1,174.71
Total With Donor Restrictions	\$	1,457.76

TOTAL NET ASSETS	\$	25,462.55
-------------------------	-----------	------------------

TOTAL LIABILITIES AND NET ASSETS	\$	25,462.55
---	-----------	------------------

(a) **Surplus Funds** includes prior years' unused dues.

(b) **EMGC 2024 Scholarship Donations** includes donations received 4/1/23 - 3/31/24, spanning parts of two fiscal years.

(c) **Merchandise Receipts Net:** potential gift to the VCE State Coordinator's Endowment.

**The Virginia Master Gardener Association
Statement of Financial Activities FY24
as of November 30, 2023**

	Without Donor Restriction	With Donor Restriction	Total
REVENUE			
Membership Dues Net	\$ 3,080.34	\$ -	\$ 3,080.34
Merchandise Receipts Net (a)	\$ -	\$ 1,174.71	\$ 1,174.71
Interest Income	\$ 0.66	\$ -	\$ 0.66
Education Events/Programs Gross	\$ 360.00	\$ -	\$ 360.00
EMG College Scholarship Donations Net	\$ -	\$ 190.35	\$ 190.35
Pass-Through Endowment Donations	\$ -	\$ -	\$ -
TOTAL REVENUE	\$ 3,441.00	\$ 1,365.06	\$ 4,806.06
EXPENSES			
Administration	\$ 59.88	\$ -	\$ 59.88
Fund Raising	\$ 79.24	\$ -	\$ 79.24
Program Support	\$ 6,939.81	\$ -	\$ 6,939.81
TOTAL EXPENSES	\$ 7,078.93	\$ -	\$ 7,078.93
NET REVENUE (CHANGE IN NET ASSETS)			<u>\$ (2,272.87)</u>

The Virginia Master Gardener Association
Statement of Financial Activities To Budget FY24
as of November 30, 2023

	FY24 Budget	FY24 Actual	% of Budget
REVENUE			
Without Donor Restriction (a)			
Membership Dues Net	\$ 6,000.00	\$ 3,080.34	51%
Continuing Memberships	\$ 2,400.00	\$ 1,412.61	59%
Annual Memberships	\$ 3,600.00	\$ 1,667.73	46%
Interest Income (b)	\$ -	\$ 0.66	n/a
Education Events/Programs	\$ 2,800.00	\$ 360.00	13%
Total Without Donor Restriction	<u>\$ 8,800.00</u>	<u>\$ 3,441.00</u>	39%
With Donor Restriction (c)			
EMG College Scholarship Donations Net	\$ -	\$ 190.35	n/a
Merchandise Receipts Net	\$ 2,500.00	\$ 1,174.71	47%
Pass-Through Endowment Donations	\$ -	\$ -	n/a
Total With Donor Restriction	<u>\$ 2,500.00</u>	<u>\$ 1,365.06</u>	n/a
TOTAL REVENUE	<u>\$ 11,300.00</u>	<u>\$ 4,806.06</u>	43%
EXPENSES			
Administration			
Office Supplies, Software, Misc.	\$ 420.00	\$ 59.88	14%
Professional and Legal Fees	\$ 25.00	\$ -	0%
Nominations and Elections	\$ 75.00	\$ -	n/a
Membership Supplies	\$ -	\$ -	0%
Donations - Misc.	\$ 150.00	\$ -	0%
Other	\$ -	\$ -	n/a
Total Administration	<u>\$ 670.00</u>	<u>\$ 59.88</u>	9%
Fund Raising			
State Coordinator Endowment Team	\$ 125.00	\$ -	0%
Merchandising Team	\$ -	\$ 30.74	n/a
Silent Auction Team	\$ -	\$ 48.50	0%
Total Fund Raising	<u>\$ 125.00</u>	<u>\$ 79.24</u>	63%
Program Support			
State Fair	\$ 600.00	\$ 483.00	81%
EMG College Sponsorship	\$ 2,000.00	\$ -	0%
EMG College Scholarships (d)	\$ 2,800.00	\$ 3,550.00	127%
Merchandise Receipts Net to VT Foundation (e)	\$ 2,500.00	\$ 2,878.15	115%
Education Events/Programs (f)	\$ 2,800.00	\$ 28.66	1%
Education Sponsorships	\$ 200.00	\$ -	0%
Communications	\$ 545.00	\$ -	0%
Total Program Support	<u>\$ 11,445.00</u>	<u>\$ 6,939.81</u>	61%
TOTAL EXPENSES	<u>\$ 12,240.00</u>	<u>\$ 7,078.93</u>	58%
NET REVENUE (CHANGE IN NET ASSETS)	<u>\$ (940.00)</u>	<u>\$ (2,272.87)</u>	

(a) Revenue Without Donor Restrictions: available for administration, fundraising, and program support expenses.

(b) Interest Income on 9/30/23 financials reflected a formula error. Interest income as of 9/30/23 was .44; Interest income as of 11/30/23 is .66.

(c) Revenue With Donor Restrictions: used only for specific purposes indicated.

 EMG College Scholarship Donations Net: donations received 4/1/23 - 3/31/24.

 Merchandise Receipts Net: potential gift to the VCE State Coordinator's Endowment.

(d) EMG College Scholarships: includes 2022 recipient awarded in 2023. \$610 of total expense covered by donations received 4/1/22 - 3/31/23.

(e) Merchandise Receipts Net to VT Foundation: includes \$2,878.15 Gift to VT Foundation 7/27/23 for FY23 Receipts Net.

(f) Education Events/Program disbursement request received too late to be reflected on 11/30/23 financial.

**The Virginia Master Gardener Association
Statement of Auxiliary Enterprises FY24
as of November 30, 2023**

	Without Donor Restriction	With Donor Restriction	Total
RECEIPTS			
Merchandise Receipts Gross	\$ -	\$ 3,125.00	\$ 3,125.00
LESS			
Cost of Goods Sold (a)	\$ 1,950.29	\$ -	\$ 1,950.29
MERCHANDISE RECEIPTS NET (b)	\$ 1,950.29	\$ 3,125.00	<u>\$ 1,174.71</u>
EXPENSES			
Merchandise Purchases (c)	\$ 1,769.72		\$ 1,769.72
EXPENSES NET	\$ 1,769.72		\$ 1,769.72

(a) **Cost of Goods Sold** Includes:

Cost of Merchandise Sold*	\$ 1,711.50
Printing Setup Fee	\$ 30.00
Merchandise Shipping	\$ 5.25
VA Retail Sales Taxes	\$ 165.26
Customer Purchase PayPal Service Fees	\$ 38.28
Total Cost of Goods Sold	\$ 1,950.29

***Cost of Merchandise Sold** Manually calculated First In, First Out, by merchandising team, as Quicken does not track inventory purchased and sold.

(b) **Merchandise Receipts Net** is a potential gift to the VCE State Coordinator's Endowment

(c) **Expenses: Merchandise Purchases** Includes:

Hoodies Tshirts Now - 6/20/23	\$ 710.00
Tshirts Custom Embroidery - 7/10/23	\$ 1,059.72
	\$ 1,769.72