

Virginia Master Gardener Association
Bi-Monthly Meeting
April 13, 2024
Minutes

The meeting was called to order at 10:00 a.m. by President Georgi Hall who welcomed everyone. This meeting was a hybrid held at St. Paul's United Methodist Church, 220 W. Main Street, Christiansburg, VA. with 32 in attendance and 15 on Zoom.

Board participation:

Present: Georgi Hall (President), Nelda Purcell (Vice-President), Stacey Morgan-Smith (Treasurer), Deb Straw (Secretary) by Zoom, Frank Reilly (Chair, Communications) by Zoom, Tom Baughn (Chair, Education) Absent, Pat Reilly (Chair, Finance) by Zoom, Tonya Harper (Chair, Membership), Joe Kelly (Chair, Fundraising) by Zoom, MaryAnn Kincaid (Chair, Unit Support) Absent, Leslie Paulson (Past President), Christy Brennan (Chair, State Fair) Absent, Jill Lewis (Chair, Scholarship) Absent, Diane Kean (Chair, Audit) Absent, Ed Olsen (VCE) and Devon Johnson (VCE).

Georgi thanked the New River Valley Master Gardener Association (NRVMGA) for hosting our meeting and providing the delicious breakfast and Continuing Education Opportunities.

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

Georgi introduced Ashley Johnson from our host unit, New River Valley MGA who welcomed everyone.

Minutes of the February 10, 2024, meeting was approved with Frank Reilly, making the motion.

Treasurer's Report (Stacey Morgan-Smith):

- **As of March 31, 2024,**
 - VMGA's Fiscal Year 2024 **Statement of Financial Position** includes
 - **\$22,922.21** of net assets without donor restriction and
 - **\$1,419.84** of net assets with donor restrictions.
 - The **Statement of Financial Activities** reflects a net asset loss of **\$2,766.34**
 - due to
 - budgeted Program Support Donations reported at the August Board Meeting,
 - as well as a \$1,000.00 Unlock Gift to the VMG Annual Fund as part of VT's Giving Day, transferred to the VCE State Coordinator's Endowment.
 - 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 and are included in today's minutes.
- We received a thank you letter from Dr. Gutter in appreciation of our Giving Day donor challenge, which I forwarded to our secretary.
- I filed a Registered Agent Replacement with VA SCC. Ed Olsen, in the position of EMG Program Director, has replaced Dave Close as VMGA's registered agent and director.

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

Respectfully Submitted,

Stacey Morgan Smith, Treasurer

President's Report (Georgi Hall):

Georgi reported that since our last meeting, the board approved the addition of Jeanne Lamczyk to the FY24 audit Committee. Jeanne was on the Finance committee in the past and is a Prince William Master Gardener. The VMGA inventory is currently located in Prince William County, and she was added to the Audit Committee to do the inventory.

The FY24 Audit Committee is now composed of:

Diane Kean - Northern Neck - Chair
Ruth Huber - James City/Williamsburg
Karen Ehrhard - Central Rappahannock.
Elizabeth Brown - Bedford
Kathy Cornell – Southside
Jeanne Lamczyk – Prince William

Registration for attending our Master Gardener College June 5-9 is open. This year's event will be held via Zoom Events, an easy-to-use conference platform that works the same way regular Zoom meetings work. There will be four keynotes, more than 12 concurrent sessions, round-table sessions to network with other volunteers, virtual tours, and optional add-on in person tours.

Vice-President's Report (Nelda Purcell):

Nelda thanked the New River MG Association for hosting our meeting today.

Upcoming hosts: August 2024 Henrico
October 2024 Hill City
December 2024 Zoom
February 2025 Zoom
April 2025
June 2025 at MG College
August 2025 Lexington
October 2025 Suffolk (tentative)

Nelda announced that our Annual Meeting will be Saturday, June 15 at Brent and Becky's Bulbs in Gloucester. This meeting will feature 3 Speakers: Joseph Tyconievich, Brent Heath, and Holly Scoggins. Schedule: 2 speakers before lunch, lunch and annual meeting, 1 speaker after lunch, optional tours and shopping. Lunch will be provided from Nettles.

Cost \$15 VMGA members, \$30 nonVMGA members

There will be a Friday night social at the hotel. More info to come.

Registration coming soon check at VMGA.net.

Standing Committee Reports:

1. Communications (Frank Reilly -Chair) (by Zoom)

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.

1. Website has been updated to announce the Educational Event, and to begin socializing the Annual Meeting and Conference
2. 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.

3. Jennifer Graham released a VMGA Newsletter and blasted it to all the members.
4. Deadline for VMGA News Submissions is April 23rd.
5. We blasted 2 notifications that the elections were imminent from VMGA.net as well as 2 notifications from within the Election-Runner Application.
6. We have blasted the meeting announcement, and the ZOOM electronic instructions for this meeting.

Respectfully Submitted
 Frank Reilly, Chair

2. Education (Tom Baughn-Chair) Absent

The committee is planning an Education Day lecture on May 18, 2024, from 9:30am to 12pm. We plan to have two speakers on the general topic of Conservation Landscaping. The first speaker will be Dr. David Burke, a specialist in soil ecology and his lecture will examine Restoration Ecology of Urban Trees. He studies the interaction between plants and soil microorganisms, especially mutualistic and associative soil organisms that live in the root zone of plants such as mycorrhizal fungi. His work seeks to understand the factors that govern the diversity of soil organisms and their functional roles within natural systems. He is the Vice President of the Holden Institute and Arboretum that conducts a wide range of research on 3,000 acres of natural land in Cuyahoga County Ohio. He has a B.S. and Ph.D. from Rutgers University and a Masters from East Stroudsburg University. He has a list of Fellowships and publications as long as both your arms.

The second speaker will be Krista De Cooke, the Innovation Project Manager for Homegrown National Park, Doug Talamy’s organization. She has a M.S. in Ecology and Evolutionary Biology from the University of Tennessee.

Registration information is available on the VMGA.net Website
 Reported by Georgi Hall

3. Finance (Pat Reilly- Chair) (by Zoom)

The Finance Committee consists of Diane Kean (Northern Neck), Jeanne Lamczyk (Prince William), Treasurer Stacey Morgan Smith (Suffolk) and chair Pat Reilly (Central Rappahannock). In this reporting period, the committee reviewed the financial statements and Treasurer’s report and found records to accurately reflect the sound financial position of VMGA.

The committee reminds chairs and officers that April is the due date for submission of budget requests. We will contact any who have not already submitted their requests so that a budget can be proposed at the annual meeting on June 15, 2024.

Respectfully submitted,
 Pat Reilly, Chair

4. Membership (Tonya Harper-Chair)

Total members: 530

New/renewing members: 281 (of these, 1 is Emeritus)

Friend: 1
 Auxiliary: 2

Total Active: 284

Continuing members: 245 (of these, 17 are Emeriti)

Sustaining: 1

Total Continuing: 246

Thank you, Loudoun County, for gifting an annual VMGA membership to your new Master Gardeners and increasing our membership by 19.

Jody Purches, Appomattox, who was a Continuing member, is no longer an active Master Gardener and asked to be removed from the directory.

Edna Musser, Central VA, who was an Emeritus Continuing member, asked to be removed from the directory.

Submitted by:
Tonya Harper
VMGA Membership Chair

5. Unit Support (Mary Ann Kincaid-Chair) (Absent)

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 February report, the Committee has received several requests as follows:

- Emeritus status details
- Hort Therapy organization
- Forming an association

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

Mary Ann Kincaid, Virginia Beach
Chairperson

Reported by Deb Straw

6. Fundraising: (Joe Kelly-Chair) (by Zoom)

The Committee functions to support the State Master Gardener Coordinator Endowment by encouraging financial contributions, sale of Master Gardener merchandise and other occasional other means. It is separate from the VMGA operating budget.

The following figures show the financial status of the Endowment as of March 31,2024:

Fund Balance/Market Value	\$613,718.86
Deferred Commitments	\$433,386.00
Total gifts to date	\$482,876.98
Available Income	\$29,536.66

For the reporting period February-March 2024, 5 gifts totaling \$895 were received. The \$1,000 VMGA donation for VT Giving Day has been requested to be transferred to the Endowment. With Board approval, the Fundraising merchandise inventory has been replenished. We are happy to have merchandise for sale at today's meeting. We also hope to get on-line sales going again soon.

Respectfully submitted,
Joe Kelly, Fundraising Chair

Special Committee Reports:

1. Audit/Financial Review Committee Report (Diane Kean) (Absent)

No Report

The committee members are Ruth Huber, Karen Ehrhard, Betsy Brown, Kathy Cornell, and Diane Kean, Chair.

2. Nominations and Elections Committee (Frank Reilly)

Members: Leslie Paulson, Joe Kelly, Ben Dukes, and Chair Frank Reilly
 Madam President, the Nominations and Elections Committee has administered the elections of VMGA, Inc. in accordance with the By-Laws of VMGA, Inc.

- 1)Nominations were opened at the December 2023 meeting; solicited frequently; and closed only when the ballot was codified in the election software. Write-in votes were allowed.
- 2)The election was administered using Election Runner (<https://app.electionrunner.com/>) a reputable election service that VMGA has used in the past. This is a paid service, and the cost of the election was \$75.00.
- 3)Balloting began at 10 PM EDT 11March2024 and ended at 9 AM EDT 20March2024. VMGA sent 2 notifications that the ballots would be forthcoming, and the Election Runner system sent 2 reminders to vote to all those members who had not yet voted. A block of new members joining after the election had begun, were invited to vote by a special notification and also received a reminder to vote. In total, 523 voters were invited to vote
- 4)We ask that you accept this teller’s report of the elections results and approve the elections of the following officers for VMGA, Inc.

- For President** – Stacey Morgan Smith
- For Vice-President** – Jeanne Lamczyk
- For Treasurer** – Betsy Brown
- For Secretary** - Deb Straw

The actual voting results are given below for the record.

President	
Name	Votes
Stacey Morgan Smith	198
(Write-in) Deb Straw	1
(Write-in) Diane Kean	
Vice-President	
Name	Votes
Jeanne Lamczyk	199
(Write-in) Deb straw	1
Treasurer	
Name	Votes
Betsy Brown	199
(Write-in) Deb Straw	1
Secretary	
Name	Votes
Deb Straw	200
(Write-in) None	0

5)Fraud Analyses indicated an inability to detect any fraud in this election.

6)The Election Runner reported 15 members whose email server rejected delivery of the balloting instructions. This number is similar to what was noticed when VMGA emailed the membership alerting them to the ballot delivery.

Frank Reilly, Teller

**3. State Fair Committee (Christy Brennan-Chair) (Absent)
No Report**

**4. Scholarships for MGC (Jill Lewis – Chair) (Absent)
No Report**

VCE Office Report: (Ed Olsen & Devon Johnson)

Next Webinar featuring Invasives, set for April 22 at 1 pm. Go to the VCE Biweekly (March 28) to register. The Consumer Hort Newsletter has also been sent out.

MG Virtual College Registration is open. \$40 fee till May 8, \$50 fee after May8. There is a limit of 1000 registrants. Go to the VCE Biweekly (March 28) to Register.

No word yet on the status of filling the State Master Gardener Coordinator position.

Unfinished Business: None

New Business:

Nominations for awarding Friend of Master Gardening -

Pat Reilly motioned that the Board approves awarding the title of Friend of Master Gardening to Bob Lyons to be awarded at the annual meeting on June 15, 2024. Frank Reilly seconded the motion and the motion passed.

Pat Reilly motioned that the Board approves awarding the title of Friend of Master Gardening to Alex Niemiera to be awarded at the annual meeting on June 15, 2024. Frank Reilly seconded the motion and the motion passed.

Announcements:

The due date for the May/June issue of VMGA Report is Tuesday, April 23rd. Feel free to send any stories or tidbits related to gardening to our Newsletter Editor, Jennifer Graham.

Meeting Adjourned at 11:30 am.

President's Focus Question:

Focus: How do you effectively communicate with your unit's volunteers to take advantage of their individual skills and expertise?

Previously there was a section of the VMS system that asked about your hobbies, talents, and interests and that was a good tool we could use. Our current system, Better Impact, does have calendar and opportunity list and that is not quite as direct or effective but useful. When we get together for social activities it is an opportunity to initiate conversations with each other about past work, organizations they belong to or hobbies. Lastly, leadership can communicate directly for skill sets at Board or General EGMG Meetings and thru our monthly newsletter.

Bonnie Bernard

Gloucester Master Gardeners

**The Virginia Master Gardener Association
Statement of Financial Position FY24
as of March 31, 2024**

ASSETS

CURRENT ASSETS

Cash	\$	9,981.98
Petty Cash	\$	40.00
Money Market Savings Account	\$	13,150.57
Fundraising Inventory	\$	1,169.50
Total Current Assets	\$	24,342.05

TOTAL ASSETS	\$	24,342.05
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LIABILITIES AND NET ASSETS

LIABILITIES	\$	-
TOTAL LIABILITIES	\$	-

NET ASSETS

Without Donor Restriction

Surplus Funds (a)	\$	6,063.64
Membership Dues	\$	3,708.00
Money Market Savings Account	\$	13,150.57
Total Without Donor Restriction	\$	22,922.21

With Donor Restriction

EMG College 2024 Scholarship Donations (b)	\$	309.02
Merchandise Receipts Net (c)	\$	1,110.82
Total With Donor Restrictions	\$	1,419.84

TOTAL NET ASSETS	\$	24,342.05
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TOTAL LIABILITIES AND NET ASSETS	\$	24,342.05
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(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. Donations applied to EMGC 2025 because EMGC 2024 is virtual and low cost.

(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 March 31, 2024**

	Without Donor Restriction	With Donor Restriction	Total
REVENUE			
Membership Dues Net	\$ 3,598.12	\$ -	\$ 3,598.12
Merchandise Receipts Net (a)	\$ -	\$ 1,110.82	\$ 1,110.82
Interest Income	\$ 1.09	\$ -	\$ 1.09
Education Events/Programs Gross	\$ 475.00	\$ -	\$ 475.00
EMG College Scholarship Donations Net	\$ -	\$ 216.32	\$ 216.32
TOTAL REVENUE	\$ 4,074.21	\$ 1,327.14	\$ 5,401.35
EXPENSES			
Administration	\$ 84.88	\$ -	\$ 84.88
Fund Raising	\$ 79.24	\$ -	\$ 79.24
Program Support	\$ 8,003.57	\$ -	\$ 8,003.57
TOTAL EXPENSES	\$ 8,167.69	\$ -	\$ 8,167.69
NET REVENUE (CHANGE IN NET ASSETS)			<u>\$ (2,766.34)</u>

The Virginia Master Gardener Association
Statement of Financial Activities To Budget FY24
as of March 31, 2024

	FY24 Budget	FY24 Actual	% of Budget
REVENUE			
Without Donor Restriction (a)			
Membership Dues Net	\$ 6,000.00	\$ 3,598.12	60%
Continuing Memberships	\$ 2,400.00	\$ 1,532.61	64%
Annual Memberships	\$ 3,600.00	\$ 2,065.51	57%
Interest Income	\$ -	\$ 1.09	n/a
Education Events/Programs	\$ 2,800.00	\$ 475.00	17%
Total Without Donor Restriction	\$ 8,800.00	\$ 4,074.21	46%
With Donor Restriction (b)			
EMG College Scholarship Donations Net	\$ -	\$ 216.32	n/a
Merchandise Receipts Net	\$ 2,500.00	\$ 1,110.82	44%
Total With Donor Restriction	\$ 2,500.00	\$ 1,327.14	n/a
TOTAL REVENUE	\$ 11,300.00	\$ 5,401.35	48%
EXPENSES			
Administration			
Office Supplies, Software, Misc.	\$ 420.00	\$ 59.88	14%
Professional and Legal Fees	\$ 25.00	\$ 25.00	100%
Nominations and Elections	\$ 75.00	\$ -	n/a
Membership Supplies	\$ -	\$ -	0%
Donations - Misc.	\$ 150.00	\$ -	0%
Other	\$ -	\$ -	n/a
Total Administration	\$ 670.00	\$ 84.88	13%
Fund Raising			
State Coordinator Endowment Team	\$ 125.00	\$ -	0%
Merchandising Team	\$ -	\$ 30.74	n/a
Silent Auction Team	\$ -	\$ 48.50	0%
Total Fund Raising	\$ 125.00	\$ 79.24	63%
Program Support			
State Fair	\$ 600.00	\$ 483.00	81%
EMG College Sponsorship	\$ 2,000.00	\$ -	0%
EMG College Scholarships (c)	\$ 2,800.00	\$ 3,550.00	127%
Merchandise Receipts Net to VT Foundation (d)	\$ 2,500.00	\$ 2,878.15	115%
Charitable Donation (e)	\$ -	\$ 1,000.00	n/a
Education Events/Programs	\$ 2,800.00	\$ 92.42	3%
Education Sponsorships	\$ 200.00	\$ -	0%
Communications	\$ 545.00	\$ -	0%
Total Program Support	\$ 11,445.00	\$ 8,003.57	70%
TOTAL EXPENSES	\$ 12,240.00	\$ 8,167.69	67%
NET REVENUE (CHANGE IN NET ASSETS)	\$ (940.00)	\$ (2,766.34)	

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

(b) **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.

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

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

(e) **Charitable Donation:** includes \$1,000.00 unlock gift to VMG Annual Fund as part of VT's Giving Day, transferred to VCE State Coordinator's Endowment.

**The Virginia Master Gardener Association
Statement of Auxiliary Enterprises FY24
as of March 31, 2024**

	Without Donor Restriction	With Donor Restriction	Total
RECEIPTS			
Merchandise Receipts Gross (a)	\$ -	\$ 3,208.00	\$ 3,208.00
LESS			
Cost of Goods Sold (b)	\$ 2,097.18	\$ -	\$ 2,097.18
MERCHANDISE RECEIPTS NET (c)	\$ 2,097.18	\$ 3,208.00	<u>\$ 1,110.82</u>
EXPENSES			
Merchandise Purchases (d)	\$ 1,769.72		\$ 1,769.72
EXPENSES NET	\$ 1,769.72		\$ 1,769.72

(a) **Merchandise Receipts Gross** reflects a \$17 online purchase refund issued per 1/31/24 Treasurer's Report.

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

Cost of Merchandise Sold*	\$ 1,822.50
Printing Setup Fee	\$ 30.00
Merchandise Shipping	\$ 5.25
VA Retail Sales Taxes	\$ 197.58
Customer Purchase PayPal Service Fees	\$ 41.85
Total Cost of Goods Sold	\$ 2,097.18

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

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

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

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

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February 23rd, 2024

Virginia Master Gardener Association
201 Jennifer Ct.
Suffolk, VA 23434

Dear Friends:

On behalf of Virginia Cooperative Extension, the outreach arm of Virginia Tech, I want to extend our heartfelt thanks for your support of the Virginia Master Gardener Annual Fund. You have a significant impact on our mission to enrich our communities, strengthen partnerships, and prepare youth for the workforce.

Through your generosity, we can continue our outreach programs, foster partnerships, and extend our educational efforts far and wide, including empowering the next generation of leaders, providing them with invaluable life skills and knowledge. Together, we reach hundreds of thousands of Virginia youth, empower families, and share knowledge with our industries.

Virginia Cooperative Extension is committed to being a catalyst for positive change, and your support propels us toward this goal. You embody our shared values and help improve the wellbeing of Virginians.

Once again, thank you for your generosity and for being a steadfast partner.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Mike Gutter".

Mike Gutter
Director of Virginia Cooperative Extension
Associate Dean, College of Agriculture and Life Sciences

*Thanks for all
you do!
-Crystal*

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

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