

## MGPW Minutes BOD Meeting

6:00PM Wednesday, January 12, 2022

### Order of Business

1. Call to order (Janene)
2. Roll Call
3. Secretary's Report (Terri)
4. Treasurer's Report/Budget (Phil)
5. COBRA Tools for MGS – Laurie Redfearn
6. Other Reports
  - a. Additional officer reports
  - b. Committee reports
7. Old business/New business
8. General discussions

The January 12, 2022 meeting of MGPW Board of Directors was held electronically in a password protected meeting through Zoom Video Communications. President Janene Cullen opened the meeting at 6:00PM. In attendance were; Janene Cullen, Terri Anderson (Secretary), Phil Peck (Treasurer), Jeanne Lamczyk (Co- Chair Education, VGMA), Jamie Nick (Co-Chair Education), Patrick Lucas (Member at Large), Leslie Paulsen (Teaching Garden), Nancy Berlin, Thomas Bolles (VCE Staff), Jennifer Graham and Laurie Redfearn (MG Volunteers).

**Secretary's Report** Terri- November 2021 minutes were approved

**Treasurer's Report** MASTER GARDNER PRINCE WILLIAM ACTUAL 2021 BUDGET 2022  
DECEMBER 31 2021 2022 APPROVED ACTUAL BUDGET VAIRANCE BUDGET RECEIPTS DONATIONS 1,317  
250 1,067 250 RESTRICTED DONATIONS 200 200 AMAZON 80 150 (70) 120 PLANT SALES 10,235 6,500  
3,735 7,250 TOTAL RECIPTS 11,832 6,900 4,932 7,620 DIBURSEMENT TEACHING GARDEN BEDS 1,085  
5,085 (4,000) 2,690 TEACHING GARDEN SUPPLIES 490 490 1,175 TEACHING GARDEN GROUNDS 1,710  
1,000 710 1,325 PORTA JOHNS (NEW) 1,365 VA SALES TAX 761 761 435 EDUCATION 175 950 (775) 1,000  
SOCIAL - 400 (400) 400 ADMIN TRAVEL - 100 (100) 100 ADMIN OTHER 30 (30) 30 ADMIN SUPPLIES 16 75  
(59) 75 ADMIN STATE CORP 35 25 10 20 ADMIN INSURANCE 205 205 - 205 ADMIN STATE REG FEES 125  
(125) DONATIONS 50 250 (200) 250 TOTAL DISBURSEMENETS 4,527 8,245 (3,718) 9,070 SURPLUS  
(/DEFICIT) 7,305 (1,345) 8,650 (1,450)

\_Committees were asked to bring quarterly budget reports to the March meeting.

### **COBRA Tools for MGs**

MGPW will initially pay for the tools -then be reimbursed. Laurie and Phil will coordinate. Laurie reported she had 29 orders already.

Methods of payment- PayPal, Venmo, personal check – were discussed. Payments will require receipts.

**Teaching Garden** Leslie will use TG funds to purchase a 600ft. metal hose for \$400. This hose is lighter and doesn't twist.

**Education** Jamie reports the committee continues to have no plans during this lull in the year.

**MGPW Web site** Jennifer has updated the picture on the site and added the information for RECERT registration link.

**Old Business** Patrick will manage the Zoom meetings.

**Native Plant Conference** Nancy reported this will be presented on Zoom, February 12, 2022 from 9:00am to 2:30pm. Matt Bright from Earth Sangha is the keynote speaker. Registration is \$15. Sponsors are pushing to attract Manassas, and Prince William County citizens. Over 100 have pre-registered, the limit is 500.

**RECERT** February 28, 2022 at 6:30 pm by Zoom. Nancy reported that she, Thomas, and Christina Hastings are working on plans for the agenda and an outside speaker.

**MGPW Taxes** Phil reports we are on track for all taxes due. MGPW is a non-profit earning below \$50,000.00- exempt from Federal taxes. Virginia sales tax below \$20,000 is 6%- filled quarterly electronically. State corporation tax- \$25.00- is due February 28<sup>th</sup>.

**Insurance** Liability insurance for MGs from American Income Life is due February 1<sup>st</sup>. The cost is \$1.00 per member- currently 182 members.

### **New Business**

The Board discussed procedures for the sending mass emails. Jennifer Graham volunteered to take on the task. The process for using Better Impact to send mass emails will also be explored.

The meeting was adjourned at 6:53

Submitted by Terri Anderson