

MGPW BOD Meeting Notes
6:00PM Wednesday, January 10, 2024

In attendance:

Janene Cullen
Christina Hastings
Jean Meink
Suzanne Kinnison
Elesha Young
Lorraine Yake

Phil Peck
Leslie Paulson
Jeanne Lamczyk
Robin's Finehout
Janice Rice

Valerie Huelsman
Harriet Carter
Jimmie Jones
Susie Besecker
Tip Omar

Order of Business

1) Call to order (Janene)

- Janene called the meeting to order, and the Secretary's Report was accepted. The treasurer's report was reviewed and accepted.

2) Secretary's Report (Lorraine Yake)

- Past Board meeting minutes are posted: <https://mgpw.org/our-board/>
- Minutes for the January Board meeting were accepted. Request that minutes need to be completed and sent out for comments within 2 weeks of the board meeting.

3) Treasurer's Report/Budget (Phil Peck)

Phil presented the end of year Treasurer's report. See included financial charts.

Details regarding finances:

- Restricted donations \$250. Woodbine Master gardener – only spent on training.
- Phil used past history to spread the 2024 budget year receipts and expenses.
- The Porta Potty is billed on a 4 week basis.
- Would like to spend more education money this year.



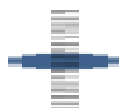
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MASTER GARDNER PRINCE WILLIAM ACTUSSL VS BUDGET				
for the twelve months ending December 31 2023				
	DECEMBER 2023 YTD			2,024
	ACTUAL	BUDGET	VARIANCE	PROPOSED BUDGET
RECEIPTS				
DONATIONS	1,187	500	687	500
TRANSFERS VT	500		500	750
RESTRICTED DONATIONS	1,250		1,250	
AMAZON	84	120	(36)	
PLANT SALES	10,396	8,200	2,196	9,500
TOTAL RECEIPTS	13,417	8,820	4,597	10,750
DIBURSEMENTS				
TEACHING GARDEN BEDS	1,581	3,200	1,619	3,553
TEACHING GARDEN SUPPLIES	1,670	1,025	(645)	1,480
TEACHING GARDEN GROUNDS	1,476	1,475	(1)	1,486
PORTA JOHNS	1,563	1,450	(113)	1,564
VA SALES TAX	596	464	(132)	575
EDUCATION	275	1,500	1,225	1,500
SOCIAL		400	400	400
ADMIN TRAVEL		100	100	100
ADMIN OTHER	289	200	(89)	300
ADMIN SUPPLIES		75	75	25
ADMIN STATE CORP	41	35	(6)	40
ADMIN INSURANCE	190	210	20	210
VMGA DUES	216		(216)	216
GRANTS	500		(500)	500
SCHOLARSHIP	250		(250)	250
TOTAL DISBURSEMENETS	8,647	10,134	1,487	12,199
SURPLUS /(DEFICIT)	4,770	(1,314)	6,084	(1,449)



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BUDGET 2024 MASTER GARDNER PRINCE WILLIAM					
PROPOSED QUARTERLY SPREAD					
	2,024	QTR 1	QTR 2	QTR 3	QTR 4
	PROPOSED BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
RECEIPTS					
DONATIONS	500		225		275
TRANSFER VT	750	500	250		
RESTRICTED DONATIONS					
PLANT SALES	9,500		5,500	3,500	500
TOTAL RECEIPTS	10,750	500	5,975	3,500	775
DIBURSEMENTS					
TEACHING GARDEN BEDS	3,553		1,776	1,777	
TEACHING GARDEN SUPPLIES	1,480		740	740	
TEACHING GARDEN GROUNDS	1,486		500	500	486
PORTA JOHNS	1,564		600	574	390
VA SALES TAX	575		325	225	25
EDUCATION	1,500	250	500	500	250
SOCIAL	400		200	200	
ADMIN TRAVEL	100		50	50	
ADMIN OTHER	300		150	150	
ADMIN SUPPLIES	25		25		
ADMIN STATE CORP	40		40		
ADMIN INSURANCE	210	210			
VGMA DUES	216		216		
GRANTS	500	500			
SCHOLARSHIP	250		250		
TOTAL DISBURSEMENTS	12,199	960	5,372	4,716	1,151
SURPLUS /(DEFICIT)	(1,449)	(460)	603	(1,216)	(376)



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MGPW STATEMENT OF POSITION as of DECEMBER 31 2023			
<u>ASSETS</u>		<u>LIABILITIES</u>	
<u>PNC</u>		<u>TRADE</u>	
OPERATING CASH	19,956		-
MONEY MARKET	12,500		
TOTAL PNC	32,456		
<u>VTF</u>		<u>NETWORTH</u>	
MGPW FUNDS	2,383	UNRESTRICTED	33,839
RISCHELL MG COLLEGE SCHOLARSHIP	213	RESTRICTED	1,271
POWERS MG TRAINING SCHOLARSHIP	58		
TOTAL VTF	2,654	TOTAL NET WORTH	35,110
TOTAL ASSETS		TOTAL LIAB AND NET WORTH	
	35,110		35,110

4) Member-at-Large – Jean Meink

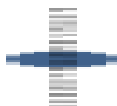
- Nothing to report.

5) Committee Reports:

- Education/Social (Jimmie Jones, Christina Hastings, Robin Finehout)
 - i. Any leads for events?

Christina Hastings reports:

- January 27th Blandy experimental farm will have a seed exchange and plant swap. An announcement will be posted this week.
- Activities and events: February: Requested Sam Droege to come and speak, but have not heard back. April: sponsor on a winery or brewery tour, no exact date Jimmie is checking. Specifically checking on going to Cedar Run Brewery (Evergreen Acres) Christmas Tree Farm: and brewery. They are a Christmas trees farm. May 18th: Social/Education event for the Master Gardeners at the Teaching Garden will have a Spring Garden pot luck. Contacted Alonzo, getting back to him with a topic. May 25th: Jannell Bryant will host a walking tour of the Absel?



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Boardwalk. August: Nancy Berlin is tentatively scheduled but no exact date.

Discussion that Green Springs Tea is another option – tea and tour of the Gardens just for Master Gardener. Two rooms with a maximum of 25 for each tour.

Discussion on tour of the Manassas Battlefield. It was recommended that we spend more funds on events that the public can attend. It was announced that Suzanne would like to join the committee. Also stated that if the Social/Education had more members, then the two could be separate into two; Social Committee and Education Committee.

- Discussion of an honorarium. Requested that Phil check to see what payments were made in the past. It was stated that if the event is for the public, funds need to come from VCE and say that it is sponsored by MGPW. There is a MOU – 2018 with VCE for additional information. This should be reviewed. Jeanne Lamczyk says that the document will be reviewed once the new hires are on board. Valrie will be sending it out.

- Communication Committee (Suzie, Robin)

- Robin Finehout nominates Suzie Besecker to take over the Communication Committee. Robin has a plan in place and is more organized for 2024. Suzie is now working on web page changes including the Teaching Garden Blog. Suzie has access administrative access to make changes and uses WordPress. The goal is to combine the two web pages. The initial work was to fix broken links.

- Teaching Garden (Leslie)

- Leslie has begun the work to spread out the responsibility of supporting the management of the Teaching Garden. If anyone goes to the garden during on non-scheduled work days, there is a list of what work needs to be done on the inside door to the shed.



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- VMGA (Jeanne Lamczyk)

- Hired Edward Olson. Will replace Kathleen Asap. The Symposium is on Zoom this year in February. Cost for the MG college is \$50 and \$10 savings if sign up early. Trying to decide on scholarship. The state office may be able to help. June 5th through the 9th.

- VCE (Valerie, Thomas, Elesha)

Recertification is still being finalized. Looking into March 19th as the date and location will be at the Manassas Park Community Center.

- Nomination committee – Harriet Carter has agreed to fill the Member-at Large open
There is still no nominee for the President at large position.

6) Other Reports

- Personnel Changes: Jennifer Graham stepped down from being the MGPW Webmaster. Susie Besecker will take over as MGPW Webmaster. Maria Stewart stepping down from editing the “In-Season” Newsletter. Transitioning these duties to our Communications Committee.

- Additional discussion: We do want to keep the In-Season Newsletter. The responsible person will be part of the Communications Committee. Expect it to be a 2 person shared responsibility. The challenge is getting people to contribute articles for the newsletter. Suggestion was made to get MG interns to write articles as part of their training. Also make it part of recertification. Does the Newsletter need to be as long as it is? Maybe 4 to 5 pages. Never told to be a certain length. Can use articles from the other use letters with given credit or permission. Christina has a person in mind for the position and she is also posting the position.

- We still need to name an audit committee.



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7) Old business/New business –

- Valerie, Christina – working on the recertification agenda.
- Suzanne – update on Moon Tree project. Received an email, reviewed it and NASA will get back with us.
- Janene Cullen - Would like us to get together in person for a meeting. Perhaps in July.

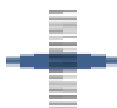
8) General discussion (All)

Need to reach out to our other Master Gardeners. Lorraine sending cards: Need to send Robin Finehout (treatment), Ellen King (mother-in-law passing) and Ellen Miles (mother passing).

The chart needs to be updated with new members if necessary.

Committee	Type	Lead		
Audit	Special			
Communication	Standing	Robin Finehout	Missi Lackas	Sussi Besecker
Community/Garden Grant	Special	Kate Cohen	Chris Flench	LaShaun Murray
Education/Social	Standing	Jimmie Jones	Christina Hastings	
Fundraising	Special			
MG College Scholarship	Special			
MG Training Scholarship	Special	Jannell Bryant	Jeanne Lamczyk	
Teaching Garden	Standing	Leslie		
MG Training	Special			

9) Adjournment



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Electronic Vote for Free Seeds

On Sunday, January 28, 2024, an electronic vote was called to approve moving forward with a request for free seeds. The seeds will be given out at MG public events. An electronic vote of Board Members was held. The voting members approved of getting the seeds.



Electronic Vote for
free Seeds.pdf

Recorded comments and votes to sponsor a Session Speaker at Master Gardeners College

On Tuesday, February 20-23, 2024, an electronic vote was held to vote on providing \$500 to support Heather Holm as a session speaker at the Master Gardeners College. Heather Holm is a pollinator conservationist and award-winning author.



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