

MGPW BOD MEETING

6:00pm Wednesday, 13 March 2024

Zoom Conference Call

In attendance:

Janene Cullen
Christina Hastings
Jean Meink
Robin Finehout

Phil Peck
Leslie Paulson
Jeanne Lamczyk
Lorraine Yake

Valerie Huelsman
Harriet Carter
Susie Besecker

Order of Business

1. Call to order (Janene)

- A. Announcements – 2023 Audit Complete – another clean Audit

Vernelle Boykin and Allan Pearson completed an audit on March 7, 2024 for the period from January 1 – December 31, 2023. This year the Master Gardeners of Prince William had another clean audit. Discussion on suggestions making the Audit easier. It was noted that it is not our job to make the auditor's job easier. The Audit is based on the organization's policies and procedures. It was determined that there would be no changes made until after the Plant Sale.

Additional information and pictures were forwarded to Janene for the Board accomplishments presentations at Recertification. Jean Mink will make the presentation at Recertification because Janene will be out of town.

- B. An in-person Board meeting will be held at the July 10th meeting. Valerie or Christina will secure a room and the group will provide snacks. The preference is for the McCoy room.

2. Secretary's Report (Lorraine Yake)

- A. Past Board meeting minutes for January were approved.
B. Status of Electronic votes were included in the Board minutes.
i. The seeds were received.
ii. The Board approved sponsoring Heather Holm who is a pollinator conservationist and award-winning author.

3. Treasurer's Report/Budget (Phil)

**MASTER GARDNER PRINCE WILLIAM
ACTUAL VS BUDGET
FEBRUARY 29 2024**

	QTR 1			QTR 2	QTR 3	QTR 4	TOTAL 2024		
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>
<u>RECEIPTS</u>									
DONATIONS	125		125	225		275	125	500	(375)
TRANSFER VT		500	(500)	250				750	(750)
RESTRICTED DONATIONS									
PLANT SALES				5,500	3,500	500		9,500	(9,500)
TOTAL RECEIPTS	125	500	(375)	5,975	3,500	775	125	10,750	(10,625)
<u>DIBURSEMENTS</u>									
TEACHING GARDEN BEDS				1,776	1,777			3,553	3,553
TEACHING GARDEN SUPPLIES				740	740			1,480	1,480
TEACHING GARDEN GROUNDS				500	500	486		1,486	1,486
PORTA JOHNS				600	574	390		1,564	1,564
VA SALES TAX				325	225	25		575	575
EDUCATION	500	250	(250)	500	500	250	500	1,500	1,000
SOCIAL				200	200			400	400
ADMIN TRAVEL				50	50			100	100
ADMIN OTHER				150	150			300	300
ADMIN SUPPLIES				25				25	25
ADMIN STATE CORP	25		(25)	40			25	40	15
ADMIN INSURANCE	205	210	5				205	210	5
VGMA DUES				216				216	216
GRANTS		500	500					500	500
SCHOLARSHIP				250				250	250
TOTAL DISBURSEMENTS	730	960	230	5,372	4,716	1,151	730	12,199	11,469
SURPLUS /(DEFICIT)	(605)	(460)	(145)	603	(1,216)	(376)	(605)	(1,449)	844

**MGPW
STATEMENT OF POSITION
as of FEBRUARY 29, 2024**

ASSETS

PNC

OPERATING CASH	19,511
MONEY MARKET	12,500
TOTAL PNC	32,011

VTF

MGPW FUNDS	2,383
RISCHELL MG COLLEGE SCHOLARSHIP	213
POWERS MG TRAINING SCHOLARSHIP	58
TOTAL VTF	2,654

TOTAL ASSETS

34,665

LIABILITIES

TRADE

-

NETWORTH

UNRESTRICTED	33,394
RESTRICTED	1,271
TOTAL NET WORTH	34,665

TOTAL LIAB AND NET WORTH

34,665

A. Treasurer's Notes:

- i. State and Federal taxes filed. Premium of insurance has been paid.
- ii. Centennial Garden Club contributed \$50. Acknowledge
- iii. Lakeridge Garden Club \$75. Total out was for the first quarter \$730.

4. Committee Reports:

A. Education/Social (Jimmie Jones, Christina Hastings, Robin Finehout)

- i. Good response for the Education/Social Events Interest survey. The majority of responses for the Neabsco Boardwalk and Nancy's talk.
- ii. Nancy will speak April 27th, at 11:00 AM in the Jean McCoy Room at Sudley North
- iii. There is a form for submitting an honorarium, which should be submitted to Phil prior to the event.
- iv. Mid-May 18th, Alonzo at the teaching garden. Everyone is invited and encouraged to bring a dish. Robin sent an Evite to MGPW, response has been favorable.
- v. Jim – June or July. How do we invite, first come first serve. Guests and spouses are invited. Asked for volunteers for the event in the Garden.
- vi. A large number interested in Janell's board walk May 25th. Which is a holiday. Will suggest a second one in the fall. May 25th is a Saturday workday and rain date for the potluck.
- vii. June 22, 10:00 AM – Tour and Tea at Green Springs. Can only serve a maximum of 40 people.
- viii. July 27, 10:00 AM – Tour and discussion at the Fauquier education farm and possible barbeque.
- ix. September 14th – tour of the Northern VA food rescue warehouse which supports both Prince William, Fauquier, and Fairfax counties.
- x. September 28th 10:00 AM Lewis Ginter Botanical Garden Tour. More information to follow.
- xi. Wreath making in December, date and place to be determined.

B. Communication Committee

- i. Harriet and Robin – Free Little Library. We would like to propose a Free Little Library located at the Teaching Garden. Harriet has secured permission from the Monastery, and we would like to take the next step in proposing it to the Board for funding. Harriet is working on getting an estimate.
- ii. Harriet – Little Library on the road that leads up to the garden. Spoke to the monastery and they are excited with the idea. Unsure of the costs. Needs to be sturdy with a slanted waterproof roof. Needs a glass door and shelving. Volumes larger than novel size. Jimmie is researching and may have two builder. There will be enough traffic for the free library. There is also a map of the locations of the little libraries. There are people who come and stay for a week. The monastery is willing to donate. Will close the Little Library during the winter.
- iii. Started documenting the Teaching Garden every week.
- iv. Recuriting writers. Talking to people at Recertification. Looking for articles of interest. Susie and Robin have come up with lots of topics. Will house the articles at the Help Desk.
- v. Gearing up for podcasting. Getting something for mid-April. Also have a topic list. Starting with What is a Master Gardener. Janene Cullen is the second pod cast for Best Lawns and the Teaching Garden.
- vi. The website is formatted and needs to get the content up to date. Need volunteers to write articles.

C. Teaching Garden (Leslie)

Leslie and friends cleaned and organized the Shed to get ready for the new gardening season. This year, Leslie will be scheduling what needs to be done so that the veggie bed will be taken care of. New class can attend when they are done. There will be 2 master gardeners available if the new class of Interns' mentors are not at the garden when they come to work. The schedule for work days is published and available. The first Saturday in The Garden is April 1, 2024. The first Saturday work day is March 30th.

D. VMGA (Jeanne)

Voting for the new member is open. Now open to the invasives species is open. Can get up to \$1,000 per grant. The grant is for Master Gardeners. Jimmie cannot submit because he is an incoming Board officer. This is a big thing about the state. Invasive Species Grant. Shirts will be sold at Recertification.

E. VCE (Valerie, Thomas, Elesha)

- i. Update on MG Recert: A draft announcement will be sent to the board.

5. Other Reports

A. Personnel Changes

- i. Susie Besecker is the MGPW Webmaster
- ii. Any update on replacing Maria Stewart stepping down from the editor of the "In-Season" Newsletter has a new Editor: Krissie Aussems

6. Old business/New business

- A. In person Board meeting in July (10th)

7. Comments from other Association members

- A. No additional comments

8. Committees

Committee	Type	Lead	Co-Lead			
Audit	Special					
Communication <ul style="list-style-type: none"> • Webmaster, Podcast: Susie Besecker • Facebook, Next Door: Robin Finehout • Instagram: Missi Lackas • In Season Newsletter: Krissie Aussems • Teaching Garden Photography: Harriet Carter, Kim Zell, Lynne Lanier 	Standing	Robin Finehout	Susie Besecker			
Community/Garden Grant	Special	Kate Cohen	Chris Flench	LaShaun Murray		
Education/Social	Standing	Jimmie Jones	Christina Hastings	Robin Finehout	Kathy Kershner	
Fundraising	Special					
MG College Scholarship	Special					
MG Training Scholarship	Special	Jannell Bryant	Jeanne Lamczyk			
Teaching Garden	Standing	Leslie Paulson	Lynne Lanier	Harriet Carter	Kim Zell	Jeanne Lamczyk
MG Training	Special					

9. Meeting adjourned