

MGPW BOD MEETING MINUTES

6:00pm Wednesday, January 8, 2025

Zoom Meeting

Meeting Attendees		
Robin Finehout	Harriet Carter	Christina Hastings
Leslie Paulson	Janene Lemzcky	Yvonne Reid
Susan Beesecker	Jimmie Jones	Thomas Bolles
Janene Cullen	Janice Improta	Lorraine Yake
Phil Peck		

Order of Business

- **Call to order (Janene) 6:02**
- **Secretary's Report (Lorraine Yake)**
- Past Board meeting minutes are posted: <https://mgpw.org/our-board/>
- The minutes require additional edits. Minutes were approved once the additional edits are made. Lorraine will forward the updated minutes one more time before they are posted.
- There was a discussion regarding posting the Committee Members List as a file on its own every quarter in the For Members Only section. Information to update the list can be sent to either Susie or Lorraine. Suggested that it also be posted to our website. Susie reminded the Board that in order to have access to Google folders a Gmail account is required.
- **Treasurer's Report/Budget (Phil)**
 - Budget for 2025
 - Plans to spend the funds in the MGPW-FUND at VTF - \$2,382.98

MASTER GARDNER PRINCE WILLIAM**ACTUAL VS BUDGET****31-Dec-24**

	<u>ACTUAL</u>	<u>TOTAL 2024 BUDGET</u>	<u>VARIANCE</u>
<u>RECEIPTS</u>			
DONATIONS	1,070	500	570
TRANSFER VT		750	(750)
RESTRICTED DONATIONS	150		
PLANT SALES	11,288	9,500	1,788
TOTAL RECEIPTS	12,508	10,750	1,758
<u>DIBURSEMENTS</u>			
TEACHING GARDEN BEDS	1,478	3,553	2,075
TEACHING GARDEN SUPPLIES	2,219	1,480	(739)
TEACHING GARDEN GROUNDS	1,834	1,486	(348)
PORTA JOHNS	1,761	1,564	(197)
VA SALES TAX	642	575	(67)
EDUCATION	700	1,500	800
SOCIAL	330	400	70
ADMIN TRAVEL	84	100	16
ADMIN OTHER	173	300	127
ADMIN SUPPLIES		25	25
ADMIN STATE CORP	25	40	15
ADMIN INSURANCE	205	210	5
VGMA DUES	390	216	(174)
GRANTS		500	500
SCHOLARSHIP	3,000	250	(2,750)
TOTAL DISBURSEMENTS	12,841	12,199	(642)
SURPLUS /(DEFICIT)	(333)	(1,449)	1,116

MGPW
STATEMENT OF POSTION
as of DECEMBER 31, 2024

<u>ASSETS</u>		<u>LIABILITIES</u>	
PNC		TRADE	
OPERATING CASH	19,183		
MONEY MARKET	12,500		
TOTAL PNC	31,683		
VTF		<u>NETWORTH</u>	
MGPW FUNDS	2,383	UNRESTRICTED	33,116
RISCHELL MG COLLEGE SCHOLARSHIP	213	RESTRICTED	1,421
POWERS MG TRAINING SCHOLARSHIP	58		
TOTAL VTF	2,654	TOTAL NET WORTH	34,537
DEPOSITS	200		
TOTAL ASSETS	<u>34,537</u>	TOTAL LIAB AND NET WORTH	<u>34,537</u>

**MASTER GARDNER PRINCE WILLIAM
FINAL BUDGET SPREAD
DECEMBER 31 2024**

	2025 PROPOSED BUDGET	QTR 1 BUDGET	QTR 2 BUDGET	QTR 3 BUDGET	QTR 4 BUDGET
RECEIPTS					
DONATIONS	600		250		350
TRANSFER VT					
RESTRICTED DONATIONS	270		270		
PLANT SALES	10,000		5,750	3,750	500
TOTAL RECEIPTS	10,870	-	6,270	3,750	850
DIBURSEMENTS					
TEACHING GARDEN BEDS	3,846		1,923	1,923	
TEACHING GARDEN SUPPLIES	515		257	258	
TEACHING GARDEN GROUNDS	2,000		567	567	866
PORTA JOHNS	1,760		612	574	574
VA SALES TAX	650		350	250	50
EDUCATION	1,800	1,500		300	
SOCIAL	4,015	2,300		1,715	
ADMIN TRAVEL	160	40	40	40	40
ADMIN OTHER	300		150	150	
ADMIN SUPPLIES	25		25		
ADMIN STATE CORP	25		25		
ADMIN INSURANCE	210	210			
VGMA DUES					
GRANTS	500	500			
SCHOLARSHIP	250		250		
TOTAL DISBURSEMENTS	16,056	4,550	4,199	5,777	1,530
SURPLUS /(DEFICIT)	(5,186)	(4,550)	2,071	(2,027)	(680)

600
-
270
10,000
10,870
-
-
3,846
515
2,000
1,760
650
1,800
4,015
160
300
25
25
210
-
500
250
16,056
(5,186)

Summary of 2024 end of the year expenditure. The following is a discussion of the variances that make the biggest impact of the 2024 end of the year. Received a large donation of \$500 from Russell and Jannel. Phil wrote a thank you note for the donation. The Plant Sale was \$1,788 over the budgeted amount. The actuals spent for the beds at the Teaching Garden were \$2,075 less than what was budgeted and the 2024 actual for Education was also \$800 less than what was budgeted for the year. It is of note that the Scholarships exceeded the budgeted amount by \$2,750. The final 2024 budgeted receipts were more than disbursements which led to an ending balance of \$1,116 at the end of year. Phil is still working on transferring \$2,383 from MGPW-FUND at VTF. And with our current assets and current 2025 budget, it is expected that we will have a solid budget year.

- **Member-at-Large – Harriet Carter**
- Nothing new from Harriet. However, she did report that she is having trouble printing the list and Christins is working on resolving the problem.
- **Committee Reports:**
- Education/Social (Christina Hastings, Robin Finehout)
 - Successful Holiday event
 - Plans for 2025: Tickets are sold, and funds are coming in for the trip to the Philadelphia Flower Show. Payment for the chartered bus is needed by February 15. The bus has a bathroom. Food and drinks are allowed on the bus. The 1 ticket \$65, 2 tickets is \$130. The committee has started a waiting list for the trip. The flower show has received our request for tickets, and we will be billed by 2/20. The Committee is planning a trip to the Lewis Ginter Botanical Garden. There is a new exhibit opening January 18th on Rich Soil. Tickets cost an additional \$8. The Education/Social committee has not had their first meeting in 2025 yet.
- Communication Committee (Missi, Robin)
 - i. Access to shared folders for Committee members?

The committee has not held their first meeting 2025 yet. It was noted that the Facebook account is receiving lots of activity. The County is moving to SharePoint and can have access through that. SharePoint requires Microsoft email account. It is anticipated that MPGK will maintain our own files.

Christina suggested that perhaps we pause with assigning Google access since the County is going to SharePoint and users will need a Microsoft email account to access files. A question was asked if we would be able to use the SharePoint calendar. Right now, we do not have anyone managing the Google Calendar. Need a place for committee members to get access from their home without coming into the County. Easy for new members and others. March 24, 2024 – emails went out that a Gmail account to access Google Docs.

- Teaching Garden (Leslie): Tools being sharpened.
- VMGA (Jeanne, Leslie): Feb 8th next meeting via Zoom
- VCE (Thomas, Elesha)
- Plans for Recertification 2025 – March 12th. Renting a room at a Fire House.
- Support for Native Plant Conference Feb 2025 – Page is speaking at the Native Plant Society Conference. We will probably have a table. Janene Cullen is also speaking at the conference. In person tickets are selling out quickly.
- The Wild Life Habitat – Leslie is attending and sharing a table with VCE.
- Plans are being made to introduce the new Master Gardener Coordinator/Natural Resources Specialist - Erin Clark

- **Other Reports**
- **Old business/New business –**
 - Community Garden Grant. Need to get them access to shared folders. Release notification of Grant in January.
 - i. Members:
 1. Chris Flench
 2. Rebecca Arvin-Colon
 3. Valerie Kenyon Gaffney
 4. Janice Rice
 5. Jeanne Lamczyk
 6. Janice Improta
- Next meeting is in March. Jimmie will be making the decision to see if we will have a Board meeting in March. Current date for next Board meeting is the same as the recertification. Any changes to

the by-laws is due 30 days in advance. There are minor updates. Can vote on the changes at the next meeting.

- **Board Nomination Committee**
 - **Members:**
 - Phil is going to stay another year and Dave Fuller will shadow him. Lorraine is staying another year. President elect position is not needed this year.
 - Audit Committee required. Last year Allen and Vernelle. Janene Cullen is contacting them to see if they will carry out the audit this year.
 - Jimmie is official after recertification.

General discussion (All)

- **Comments from other Association members**
 - \$300 for the Recertification to the Lake Jackson Volunteer Fire Department. The motion passes unanimously. Leslie is getting the details of what to do. The meeting will be from 6:00 – 8:00PM. There is plenty of parking. On average we have 105 Master Gardeners attending Recertification. Phil is getting information to make the payment and to pay for the bus to the Philadelphia Flower Show.
 - Jimmie will be sending out the next agenda and establishing the meeting. Suggested that it would be nice to meet Erin Clark (new employee). Christina will set up an inperson meeting. Lorraine to complete November minutes with the changes.
- **Committee Members List on following Page**
- **Adjournment 6:58PM**

MGPW Committee Members

Committee	Type	Voting Member	Alternate Voting Member	Current Member
Audit	Special			Vernelle Boykin, Allan Pearson
Communication	Standing	Robin Finehout	Susie Besecker (Co-Chairman)	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
Community Garden Grant	Special	Chris Flench		Chris Flench, Rebecca Arvin-Colon, Valerie Kenyon Gaffney, Janice Rice, Jeanne Lamczyk, Janice Improta
Education/Social	Standing		Christina Hastings	Robin Finehout, Kathy Kerschner
Fundraising	Special			
MG College Scholarship	Special			
MG Training Scholarship	Special			Jannell Bryant, Jeanne Lamczyk
Teaching Garden	Standing	Leslie Paulson	Lynne Lanier	
Teaching Bed Lead				Leslie Paulson
BBH Garden				Teri Madden, Jan Rice
Children's Garden				Lynne Lanier
Compost				Kim Zell
Cook's Garden				Amy Foelsch, Jean Meink, PamRockx, Ellen King, Jannell Bryant, Stephanie Johnson, Harriet Carter, Cathy Kubec
Deer Resistant Bed				Leslie Paulson
Drought Tolerant Bed				Linda Ligon, Moria Suter, Nd Yvonne Reid
Fairy Garden				Jeanne Lamczyk
Four Seasons				Patti Slaughter, Martha Grover, & Kim Gates (Jean B. Advisor)
Fragrance Garden				Ruth Johnson
Her Garden				Cheryl Ayres
Mailbox				Lynne Lanier
Memorial Garden				Jean Meink, Arnye Foelsch
Natives				Kim Zell, Jannell Bryant, Phil Peck, Gloria Larsen, David Fuller
Red, White and Blue				Maritza Neuman and Lorraine Yake
Rock Garden				Spencer Williams
Shrub Bed				Ruth Johnston
Silver				Jeanne Lamczyk
Study in Pink and Blue				Jeanne Lamczyk
White Garden				Nancy Hanrahan
Woodland Garden				Harriet Carter and Yvonne Reid
Zen Garden				Sally Peterson
Integrated Pest Management Advisor				Thomas Bolles
Purchase Reimbursement Manager				Spencer Williams, Christina
Plant Sale Committee Leads				Harriet Carter, Jeanne Lamczyk, Jannell Bryant, Yvonne Reid, Lorraine Yake, Kate Cohen, Joanne Cashwell
Intern Coordination Leads				Sally Peterson/Tuesday Patti Slaughter Yvonne Reid/Thursday
Equipment Manager				Allan Pearson
Mowing and Compost Lead				Spencer Williams
Garden Tours Manager				Sally Peterson and Jan Rice
Reimbursement				Christina Hastings (MG) and Spencer Williams
Manager/Spreadsheet Keeper				Leslie Paulson
Monastery Relations Lead				Valerie and Thomas
Chiefs or Kindness/Arbiters				