

MGPW AGENDA BOD MEETING
6:00pm Wednesday, 4 September 2024

Zoom meeting

MEETING ATTENDEES:

**Janene Cullen
Leslie Paulson
Jeanne Lamczyk**

**Phillip Peck
Jimmie Jones
Susie Besecker**

**Harriet Carter
Thomas Bolles
Lorraine Yake**

Order of Business

1) Call to order (Janene)

2) Secretary's Report (Lorraine Yake)

- a. Past Board meeting minutes are posted: <https://mgpw.org/our-board/>
- b. Approve minutes of July Board meeting
- c. Update the table with all the committee volunteers

3) Treasurer's Report/Budget (Phil)

Should have a balanced budget with the upcoming plant sale. Cash in the bank 30,800. The one-time expenditures drew down the balance by 3,400. Still have a strong position. Met with Page to bring the MG Prince William funds to the general budget. Phil is drafting the letter to do this. This will clean up finances into one account for next board. THIS WAS VOTED ON AND APPROVED BY THE GROUP.

MASTER GARDNER PRINCE WILLIAM
ACTUAL VS BUDGET
30-Aug-24

	QTR 1 - 3			QTR 4	TOTAL 2024		
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>
<u>RECEIPTS</u>							
DONATIONS	370	225	145	275	370	500	(130)
TRANSFER VT		750	(750)			750	(750)
RESTRICTED DONATIONS							
PLANT SALES	7,390	9,000	(1,610)	500	7,390	9,500	(2,110)
TOTAL RECEIPTS	<u>7,760</u>	<u>9,975</u>	<u>(2,215)</u>	<u>775</u>	<u>7,760</u>	<u>10,750</u>	<u>(2,990)</u>
<u>DIBURSEMENTS</u>							
TEACHING GARDEN BEDS	1,203	3,553	2,350		1,203	3,553	2,350
TEACHING GARDEN SUPPLIES	1,711	1,480	(231)		1,711	1,480	(231)
TEACHING GARDEN GROUNDS	794	1,000	206	486	794	1,486	692
PORTA JOHNS	977	1,174	197	390	977	1,564	587
VA SALES TAX	422	550	128	25	422	575	153
EDUCATION	700	1,250	550	250	700	1,500	800
SOCIAL	300	400	100		300	400	100
ADMIN TRAVEL		100	100			100	100
ADMIN OTHER	30	300	270		30	300	270
ADMIN SUPPLIES		25	25			25	25
ADMIN STATE CORP	25	40	15		25	40	15
ADMIN INSURANCE	205	210	5		205	210	5
VGMA DUES	390	216	(174)		390	216	(174)
GRANTS		500	500			500	500
SCHOLARSHIP	3,000	250	(2,750)		3,000	250	(2,750)
TOTAL DISBURSEMENTS	<u>9,757</u>	<u>11,048</u>	<u>1,291</u>	<u>1,151</u>	<u>9,757</u>	<u>12,199</u>	<u>2,442</u>
SURPLUS /(DEFICIT)	<u>(1,997)</u>	<u>(1,073)</u>	<u>(924)</u>	<u>(376)</u>	<u>(1,997)</u>	<u>(1,449)</u>	<u>(548)</u>

**MGPW
STATEMENT OF POSTION
as of AUGUST 30, 2024**

ASSETS

PNC

OPERATING CASH	18,382
MONEY MARKET	12,500
TOTAL PNC	<u>30,882</u>

VTF

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

TOTAL ASSETS

33,536

LIABILITIES

TRADE

500

NETWORTH

UNRESTRICTED	31,765
RESTRICTED	1,271

TOTAL NET WORTH 33,036

TOTAL LIAB AND NET WORTH 33,536

4) Member-at-Large – (Harriet Carter)

Harriet sent an email and finally got permission to set up the Little Library. The library will be set up along the path to the Teaching Garden. It is made of Cedar and is not to be painted. Jimmie is donating it and needs acknowledgement so that he can write it off of his texting. Market \$980 price. Phil can send the letter. Harriett has books. There was discussion on when to have the dedication/ribbon cutting. It was also suggested that we invite the Sisters and Supervisors and put it in the newsletter. It was decided that Loraine would email a poll to put the date of dedication to a vote.

Inactive Master Gardeners and Interns: Harriett has asked Christina to provide a list of people who are inactive or people that have resigned. She currently talking to an intern who wants to quit and Harriett is talking trying to convince her to continue. Janene says over half of the interns quit who take the training. Suggestions on retention:

- Janene suggests that we just teach a gardening class.

- Thomas wants to work on program evaluation: everyone and project leaders surveyed. The survey will concentrate on program and organizational improvement and develop programs of interest to the group.

5) Committee Reports:

a. Education/Social (Christina Hastings, Robin Finehout)

- Update on Events

b. Communication Committee (Misssi, Robin)

Susie and Thomas discussed the Blue Host Website with Page. Susie cannot get in into the file. The original purpose of the website was for posting MG hours. Better Impact came and this became a duplication of effort. Maybe close the MGPW site. No one has done a blog or written a Newsletter for some time. The question is do we really need the website because the information is pretty static? Who is the customer for the site; the public or master gardeners? Susie wants to add questions about the website to the survey and will get them to Thomas. How do they find MGPW if we don't have a website? Survey will go out at the end of the month and request responses back by the end of October.

c. Teaching Garden (Leslie)

Plant sale on Saturday. Bring Friday and Saturday. Park on the playground because the parking lot is half the size it was.

d. VMGA (Jeanne, Leslie)

New Coordinator, October 12th Lynchburg. Education day is planned and will be in the next Newsletter. Leslie will give it as an announcement. It is in Little Washington on November 9th, Saturday open for everyone. 2 prices VMGA members and non member price. The last work day is the week before Thanksgiving Last Thursday evening the 12th November 19th last Tuesday. Green County Monday September 23rd, parliamentary and running effective meetings 10:00 – 1:00 Main Library Meeting o 4H staff. Vacant position (Natural Resources Specialist) closes next week. How does the vacancy impact MG. Puts the extra work on the remaining staff.

e. VCE (Valerie, Thomas, Elesha)

f. Diversity Committee

- Need a paragraph in section 9 or 10 to describe the function and responsibilities of the Diversity Standing/Special Committee. Still waiting on the this.

6) Other Reports

- a. Update to our Standing Rules and our Bylaws
- b. File structure for all Committees to save/share guidance/instructions/schedules/notes – Susie. This has been established. Susie will send out to Board Members a document that explains it. Include it into the minutes with the instructions.

7) Old business/New business –

- a. Community Garden Grant. Status? Send out notice to community? Already have some organizations interested.

b. Leslie – Fall Leadership Development Training

In-person Leadership Development Training returns this October:

There will be a meetings in each district; however, Agents, Coordinators and EMG volunteers may go to any meeting location. Current locations and dates set-up include: 10/2 – Culpepper; 10/9 – Bedford; 10/16 – Henrico; 10/23 – SW District TBD; 10/30 – Airfield 4H Center. Each session is scheduled from 10:00AM-3:00PM.

Topics for the meeting include a recorded State Office update, Communications Topics for units/associations, Unit Support offered by the VMGA, the Accessibility and Connection Report (2021) and Project Management including project proposal, evaluation and approval.

Each session will include a working lunch with discussion by units on local projects. Details are being finalized.

No updates to the Table were required

MGPW Committee Members

Committee	Type	Voting Member	Alternate Voting Member	Current Member
Audit	Special			Vernelle Boykin, Allan Pearson
Communication	Standing	Robin Finehout	Susie Besecker	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	Kate Cohen	Chris Flench	LaShaun Murray, Kate Cohen, Chris Flench
Education/Social	Standing	Jimmie Jones	Christina Hastings	Robin Finehout, Kathy Kerhner
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, Amye Foelsch
Natives				Kim Zell, Jannell Bryant, Phil Peck, Gloria Larsen and 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 Manager/Spreadsheet Keeper				Christina Hastings (MG) and Spencer Williams
Monastery Relations Lead				Leslie Paulson
Chiefs or Kindness/Arbiters				Valerie and Thomas

Next Meeting: November 13th 2nd Wednesday of the month

Meeting Adjourned at 7:28 AM.