

**MGPW BOD MEETING MINUTES**  
**6:00pm Wednesday, 9 July 2025**  
**In-person/Zoom/Highbred**

In Attendance:

Jimmie Jones	Leslie Paulson	Jeanne Lamczyk
Robin Finehout	Harriet Carter	Phil Peck
Janene Cullen	Thomas Bowles	Christine Hastings
Latifah	Janice Improtta	Kim Gates
Susan Howell	Jannell Bryant	Stephanie Bonsell
Suzanne Kinnison	Andrew Eberly	Lorraine Yake
Erin Clark	Cthew	

**Order of Business**

**1) Call to order (Jimmie)**

**2) Guest speaker – Andrew Eberly of the Clifton Institute:** Seed saver Program via Zoom (15-20 min.), followed by questions specifically for Mr. Eberly. BOD discussions will be during the General discussion.

MASTER GARDNER PRINCE WILLIAM									
ACTUAL VS BUDGET									
JUNE 30 2025									
	QTR 1 & QTR 2			QTR 3	QTR 4	TOTAL 2025			
	ACTUAL	BUDGET	VARIANCE	BUDGET	BUDGET	ACTUAL	BUDGET	VARIANCE	PROJECTION
<b>RECEIPTS</b>									
DONATIONS	150	250	(100)		350	150	600	(450)	600
TRANSFER VT									
RESTRICTED DONATIONS		270	(270)				270	(270)	270
PLANT SALES	8,438	5,750	2,688	3,750	500	8,438	10,000	(1,562)	12,688
<b>TOTAL RECEIPTS</b>	<b>8,588</b>	<b>6,270</b>	<b>2,318</b>	<b>3,750</b>	<b>850</b>	<b>8,588</b>	<b>10,870</b>	<b>(2,282)</b>	<b>13,558</b>
<b>DIBURSEMENTS</b>									
TEACHING GARDEN BEDS	308	1,923	(1,615)	1,923		308	3,846	(3,538)	1,923
TEACHING GARDEN SUPPLIES	1,313	257	1,056	258		1,313	515	798	1,571
TEACHING GARDEN GROUNDS	448	567	(119)	567	866	448	2,000	(1,552)	2,000
PORTA JOHNS	820	612	208	574	574	820	1,760	(940)	1,760
VA SALES TAX	449	350	99	250	50	449	650	(201)	750
EDUCATION	1,800	1,500	300	300		1,800	1,800	-	1,800
SOCIAL	2,007	2,300	(293)	1,715		2,007	4,015	(2,008)	3,715
ADMIN TRAVEL	14	80	(66)	40	40	14	160	(146)	160
ADMIN OTHER	360	150	210	150		360	300	60	360
ADMIN SUPPLIES		25	(25)				25	(25)	25
ADMIN STATE CORP	35	25	10			35	25	10	35
ADMIN INSURANCE	178	210	(32)			178	210	(32)	178
VGMA DUES									
GRANTS	500	500				500	500		500
SCHOLARSHIP		250	(250)				250	(250)	250
<b>TOTAL DISBURSEMENTS</b>	<b>8,232</b>	<b>8,749</b>	<b>(517)</b>	<b>5,777</b>	<b>1,530</b>	<b>8,232</b>	<b>16,056</b>	<b>(7,824)</b>	<b>15,027</b>
<b>SURPLUS /(DEFICIT)</b>	<b>356</b>	<b>(2,479)</b>	<b>2,835</b>	<b>(2,027)</b>	<b>(680)</b>	<b>356</b>	<b>(5,186)</b>	<b>5,542</b>	<b>(1,469)</b>

<b>MGPW STATEMENT OF POSTION as of JUNE 30, 2025</b>			
<b><u>ASSETS</u></b>		<b><u>LIABILITIES</u></b>	
<b>PNC</b>		<b>TRADE</b>	450
OPERATING CASH	19,485		
MONEY MARKET	12,500		
TOTAL PNC	<u>31,985</u>		
<b>VTF</b>		<b><u>NETWORTH</u></b>	
MGPW FUNDS	2,383	UNRESTRICTED	32,968
RISCHELL MG COLLEGE SCHOLARSHIP	213	RESTRICTED	1,421
POWERS MG TRAINING SCHOLARSHIP	58		
TOTAL VTF	<u>2,654</u>	TOTAL NET WORTH	<u>34,389</u>
DEPOSITS	200		
<b>TOTAL ASSETS</b>	<u><u>34,839</u></u>	<b>TOTAL LIAB AND NET WORTH</b>	<u><u>34,839</u></u>

**1. Treasurer’s Report/Budget (Phil)**

- A. Review budget for 2025: Halfway through the year and we are doing well. Some submitted and paid bills, but not much activity.
- B. Plant sale is the big event for September where we take in the most money. It is projected that sales will exceed projections by approximately \$2,600. End of year expenses are anticipated to be \$1,000 under projection. So, we should break even for the fiscal year.
- C. \$19,000 checking, 12,500 money market, 3,200 cash. Total assets are \$35,839 in our accounts. This year’s goal is to access the VA TECH funds. It is determined that it would be easier to spend these funds on a specific project instead of trying to move the money. Will discuss with Page, Thomas and Leslie regarding the disposition of the funds. Leslie will get Jimmie a copy of the MOU.

On July 23, 2025, Jimmie Jones (MGPW President) put forth a motion that the Rob Powers (\$58.16) and VTF funds (241.84) be accessed to fund three Master Gardener class scholarships, totaling the amount of \$300.

The motion was seconded by Lorriane Yake (MGPW Secretary). An email vote was called.

The board vote was as follows:

Robin Finehout: **Yes**

Leslie Paulson: **Yes**

Phil Peck: **Yes**

Janene Cullen: **Yes**

Christina Hastings: **Yes**

VCE Representative (Erin Clark/Thomas Bolles): **Yes**

Harriet Carter: **Yes**

\*The board voted unanimously to fund the scholarships via the method stated above.

Summary compiled by Erin Clark, VCE Staff on 7/28/25.

## **2. Secretary's Report (Lorraine Yake)**

- A. Past Board meeting minutes are posted: <https://mgpw.org/our-board/>
- B. Approve minutes of Jan Board meeting

## **3. Member-at-Large – Harriet Carter**

Nothing new to report from last meeting. During this discussion, Jimmie commented that conflict of interest forms need to be signed annually. Some are not signed. Need an electronic copy. Leslie is looking to see if we have an electronic copy on her computer.

#### 4. Committee Reports:

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

This is a combined committee Education/Social Committee. There is an event at the Zimmerman's home on July 19<sup>th</sup>. This is a family event and the pool will be available for those interested in swimming. Will also have a garden tour. Those attending the event should bring an appetizer to share. Water and tea will be provided. No alcohol will be served at the event. There was discussion on whether the VCE logo needs to be printed on the flyer along with the non-discrimination statement. Erin and Thomas will check with Page. MGPW is part of VCE so we should put the statements on it.

In November: An event will be at Green Springs on November 4<sup>th</sup>. This is a Master Gardeners event only.

Currently planning a Holiday event on December 13<sup>th</sup>.

25<sup>th</sup> Anniversary of the Teaching Garden - Leslie

##### B. Communication Committee (Missi, Robin)

Social media takes care of itself. No new information needs to be reported. The folders are still an issue. Some of the shared folders disappeared. Sussie needs extra time to fix the issue.

##### C. Teaching Garden (Leslie)

The weather has been very hot, but the garden is OK.

The plan is to have a brick presented on September 27<sup>th</sup> at 2:00PM. This will be a catered event. Master Gardeners and some special guests, like the Board of Supervisors, and a few others should be invited. This will be a joint effort between the Office and the Master Gardeners. Will send out invitations. Special invitations will go out to Dr. Gutter, Ed Olson, Board of Supervisors. Other invites will include the Sisters, all current Master Gardeners, Retired Master Gardeners, Staff. No limit on the number of people. Tents or the Community Room at the Monastery can be used. The event will be posted on social media until after the event.

VMGA event(Jeanne, Leslie) August 9<sup>th</sup> in Lexington, VA. No details yet. College went well. Sept. 20 Educational event at VGMA. Members \$20 and Nonmembers \$25.

## D. VCE (Thomas, Erin): Plans and objectives for 2025

Erin Clark is working with Kim Gates on the Diversity Committee.

- Increase community participation in gardening initiatives by establishing partnerships with schools, nonprofits and cultural organizations to co-host inclusive events and educational workshops, with a focus on outreach to underserved or underrepresented populations within the County.
- Collect regular feedback from community members to guide decision-making and ensure inclusivity in all projects.
- Celebrate cultural gardening traditions and practices through themed events, storytelling and plant diversity.

Need to put the Mission Statement in the Standing Rules on page 11, but not the By-Laws because it is easier to change in the Standing Rules. (draft included as pdf with file)

- Diversity - **Diversity** -- referring to the presence of “variety” within our organization’s membership, and those we serve, in characteristics such as race, gender, ethnicity, sexual orientation, disability, age, culture, class, veteran status, or religion.
- **Equity** refers to concepts of fairness and justice, such as fair treatment and substantive equality. More specifically, **equity** also includes a focus on societal disparities and allocating resources and "decision making authority to groups that have historically been disadvantaged", and taking "into consideration a person's unique circumstances, adjusting treatment accordingly so that the end result is equal.
- Finally, **inclusion** refers to creating an organizational culture that creates an experience where "all members feel their voices will be heard", and have a sense of belonging and integration. There are reasons that our membership does not mirror the “variety” or ethnicity of Prince William County. This seems to imply we are somewhat focused on a segment of the County and that our resources are not equitably serving our County.

## Plans and Objectives for the remainder of CY2025

### 7) Other Reports

#### a. Old business/New business –

- Funds for MG Trainee Scholarships: Erin request that MGPW fund \$300 for 3 trainees who requested assistance: Tamika Archer, Kenneth Spreemann,

and Stephanie Streeter All three applicants have thoroughly expressed their financial hardship and desire to use the MG program to make an impact within their local communities. This financial assistance would give each trainee 50% off the course of the class.

Jimmie Jones made a motion that VTF funds be accessed to fund three scholarships for the coming Master Gardeners Class. Lorraine seconded the motion. The motion passed.

- Community Garden Grant. Status: No sign yet. The sign is designed, but not created. Valerie is working on it.
  - Christina – MGPW Little Library and Seed Libraries usage: The books are moving and had to restock. So, the Library is being used.
  - “Little Seed Library Coalition Update: 7,100 seed packets given out to date which is probably small because not accurately counted. 4 garden clubs are working with us on this. Central Library, City of Manassas, is giving away the most seeds. Most of these packets are primarily vegetables, but native seeds are being sent out as well. Most summer crops need to go in now. Also starting to germinate winter plants inside for the winter now.
- D.** 4H will be asking for assistance with 4H Camp. Camp starts on Sunday and ends on Thursday. 4H will ask for funds once the final bill is totaled.
- E.** We need to discuss MG behavior to the public and each other: THOMAS commented: Running into Master Gardeners being inappropriate with each other. Thomas is at the point of dismissing people. Erin will also need to send something out in the weekly meeting. Thomas is getting these negative comments from several places.
- F.** Formulation of Nominating Committee: The Board needs to come up with a committee. Need to find Leadership of people who are not on the Board or at the Teaching Garden. Positions up for election include Secretary, Treasurer and Member-At-Large. Only person who is staying is Jimmie. Also need a President Elect as well. Have a Treasurer lined up. Erin will put it in the Weekly Announcements to contact Jimmie if you are interested. Also highlight the bi-laws.
- G.** Vote on the \$1,000
- H.** Any funds raised under VCE must be used under VCE organization. If we are raising money, need to say what we are raising money for and only spending it on the specified item or activity. Must be in VCE not just Prince William County. Need to decide if we can donate to outside agencies before we can vote on donating to the Clifton Institute.

## 5. General discussion (All)

Master Gardener training classes will start in a month. Will be using all \$500 for the scholarships. Deadline for submission is the 18<sup>th</sup>. Participants must pay half of the fee. Erin will get together with the Scholarship Committee.

Janice: Grant committee – no formal announcement to increase the grant award.

**6. Comments from other Association members**

**11) Adjournment** MEETING AJOURNED: 7:57PM