

MGPW AGENDA BOD MEETING
6:00 pm Wednesday, 19 November 2025
In-person meeting – McCoy Room

Order of Business

1) Call to order (Jimmie) - 6:06PM

2) Secretary's Report (Lorraine Yake)

- a. Past Board meeting minutes – should be submitted ASAP – commented on - posted:
<https://mgpw.org/our-board/>
- b. Approve minutes of Sep Board meeting
- c. Update the table with the committee volunteers

A copy of the Strategic Plan was found and went out into an email for review. It will be put on the website for members only. The list will be posted to the Members only section to the webpage. Leslie made the following changes to the Committee List:

- a. Correction to the Social Committee is updated to Christina Hastings as the voting member.
- b. The alternate is Cathy Corshner.
- c. Communications Committee – FaceBook spelling error;
- d. No one is assigned to do the newsletter.

3) Treasurer's Report/Budget (Phil)

- a. Wrap up of 2025
- b. Draft budget for 2026
 - i. Teaching Garden budget has been submitted
 - ii. Garden Grant budget suggested

**MASTER GARDNER PRINCE WILLIAM
ACTUAL VS BUDGET
NOVEMBER 14 2025 (revised)**

	TOTAL 2025			2025	2026	INCREASE
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PROJECTION</u>	<u>BUDGET</u>	<u>(DECREASE)</u>
<u>RECEIPTS</u>						
DONATIONS	740	600	140	800	600	(200)
TRANSFER VT	300		300	300		(300)
RESTRICTED DONATIONS	100	270	(170)	270	270	-
PLANT SALES	13,077	10,000	3,077	13,077	13,000	(77)
TOTAL RECEIPTS	14,217	10,870	3,347	14,447	13,870	(577)
<u>DIBURSEMENTS</u>						
TEACHING GARDEN BEDS	1,334	3,846	(2,512)	1,334	3,395	2,061
TEACHING GARDEN SUPPLIES	1,773	515	1,258	1,773	815	(958)
TEACHING GARDEN GROUNDS	1,908	2,000	(92)	2,000	2,100	100
PORTA JOHNS	1,640	1,760	(120)	1,760	1,980	220
VA SALES TAX	741	650	91	750	750	-
EDUCATION	1,800	1,800	-	1,800	500	(1,300)
SOCIAL	2,207	4,015	(1,808)	2,207	500	(1,707)
DIVERSITY					1,000	1,000
COMMUNITY OUTREACH					1,000	1,000
ADMIN TRAVEL	99	160	(61)	160	120	(40)
ADMIN OTHER	464	300	164	464	450	(14)
ADMIN SUPPLIES		25	(25)	25	25	
ADMIN STATE CORP	35	25	10	35	35	
ADMIN INSURANCE	178	210	(32)	178	200	22
VGMA DUES					330	330
GRANTS	646	500	146	650	1,500	850
SCHOLARSHIP	300	250	50	300	800	500
TOTAL DISBURSEMENTS	13,125	16,056	(2,931)	13,436	15,500	2,064
						-
SURPLUS /(DEFICIT)	1,092	(5,186)	6,278	1,011	(1,630)	(2,641)

**MGPW
STATEMENT OF POSTION
as NOVEMBER 14, 2025 (revised)**

<u>ASSETS</u>		<u>LIABILITIES</u>	
PNC		TRADE	300
OPERATING CASH	22,319		
MONEY MARKET	<u>12,500</u>		
TOTAL PNC	34,819		
		<u>NETWORTH</u>	
VTF		UNRESTRICTED	35,452
MGPW FUNDS	2,141	RESTRICTED	<u>1,421</u>
RISCHELL MG COLLEGE SCHOLARSHIP	<u>213</u>	TOTAL NET WORTH	36,873
TOTAL VTF	2,354		
DEPOSITS			
TOTAL ASSETS	<u><u>37,173</u></u>	TOTAL LIAB AND NET WORTH	<u><u>37,173</u></u>

Highlights: Final budget had a year-end positive balance of \$6,538. Major components of the 2025 budget are the Plant Sale, Teaching Garden Beds expenses, Social Committee. At the beginning of the budget year, the 2026 Budget is expected to break about even.

Line Items:

1. Teaching Garden. Lawn cost will go up, Outdoor Porta John cost will increase, Taxes are \$840. We must pay state taxes on what we sell at the Plant Sale. Soil for 2026 has been purchased in 2025 because it is too difficult to purchase in the Spring. Education and Social Committee are \$500 each. Native Plant Symposium is \$500.
2. Funding for Master Gardener College (will be discussed under new business). Social Committee is all local events, and the committee will be helping the Teaching Garden's 25th anniversary celebration and Holiday Party.
3. Diversity committee 2026 budget is a place holder for \$1,000
4. During the 2025 budget year there was a cost for the room and the VGMA speaker for Recertification. This expense is not anticipated for the 2026 budget year.

5. 4-H discussion: They are not a 501-3c organization. All funding goes through VA Tech.
6. Nothing budgeted for scholarships for Master Gardener college at this time. The Board will decide once interest in attending the college is determined. MG college will be in Richmond at the Crossings hotel in 2026 and the keynotes will be recorded and be online. The information on the college is on the VA Tech website.
7. The convention is set at the Crossings hotel in Richmond. Check in is on Thursday, food is good, surrounding Counties will have exhibits to visit on your own. Master Gardener Scholarships for 2026 will be \$800.
8. The budget for the Community Garden Grant is \$1,500. There is usually a sign for the garden. It was suggested that the sign be temporary because the gardens tend not to last more than a year so the provision of a sign can become an annual expense. It was suggested that the sign could be made at the **Maker Space** at the Bull Run Library or the Detention Center. The sign is usually paid for by the plant sale. Consideration should be made to put the Master Gardener program on the sign.
9. There needs to be another advertising avenue to get the information on the Grant such as the Communications Committee could develop a marketing plan, put the application online, or in the newsletter.

4) Member-at-Large – Harriet Carter

Cards were sent out to those who are not doing well. Harriet should be contacted with any information such as this. This information will be put on the website, text or email. Status of Stephanie Johnson is that she has moved, and Lois Montgomery is interested in getting reinstated. To do this, she just needs to come to the office.

5) Committee Reports:

- a. Education/Social (Christina Hastings, Robin Finehout)
 - i. Any MG Holiday events planned?

December 13th Holiday Potluck, 4:30 – 7:00 Meadow Brooks Community House. This is a family event. The 25th Anniversary of the Teaching Garden does not have a date yet. Native Plant Symposium is a line item now under Education/Social.

There is a request to make a donation to Bethel Lutheran Church because we used their kitchen for the canning class. Motion is for a \$100 donation, and it was 2nd. Unanimous vote for \$100 donation passed.

- b.** Communication Committee (Susie and Robin)
 - i.** Access to shared folders for Committee members?
 - ii.** Schedule a zoom presentation?

Recommended that we need a Newsletter. Continue to look for an editor. There are volunteers willing to write articles. The newsletter will be shared with the public. Lots of available content is available. Past newsletters went to the Board of Supervisors.

Email chains are getting too long, and we should change the subject if subject changes. Also we should use BCC when sending it out to the group.

There was discussion about the MGPW website calendar: It is recommended that we have separate calendars for the public and Master Gardeners to ensure Master Gardeners can sign up for classes. Christina creates the calendar for VGE, Janis receives the information and posts. Having technical issues with the calendar because it seems that multiple people have administrative access to post to calendars. Checking on who has the administrative rights to the calendar. At this point, the help desk ID is used. So, anyone who uses the Help Desk ID can change the calendar.

Shared Folders – To have access to folders, everyone needs to have a Gmail account. Send Susie, Gmail account. Lorraine set up a folder under Board documents folder and post. Going forward I will post the minutes in that folder. Susie wants a write up in the members only Paige regarding the FRENCH PRESS STORE to order t-shirts. (T-shirts, long sleeve and short sleeve, Polos, denim, hooded sweatshirts, cooling towels)

- c.** Teaching Garden (Leslie) – Closed for the season. Keep the Little Library going.
- d.** VMGA (Jeanne, Leslie) – Past meeting was in the southern part of the state. At that meeting they discussed the plans for the MG college. Information is already advertised. In Richmond. VMGA members get a price break to attend the college. Scholarship information is also available. Next meeting VIA Zoom is in December. In person meeting is in April. Merchandise is not on the website yet (Sales@VMGA.NET).

- e. Nominating Committee (Janene, Harriet) – The nominations are – Dave Fuller Treasurer and Rebecca Colven for Secretary and Member at Large – Jannis Improta. There was discussion of President Elect and Past Present. Will only have either a Past President and then a President Elect. President Elect for one year then President for 2 years. Past President/President Elect is one person.
- f. VCE (Thomas, Erin)
 - i. Plans for Recertification 2026
 - ii. Support for Native Plant Conference Feb 2026

Planning for 2026, Erin is on maternity leave from mid Jan to late April. One vacancy hopefully to be filled before she goes on leave.

There will be no new Best Lawns until March. Interns are excited about the Master Gardener program. 2026 Gardening Basics is held on the 3rd Wednesday every month.

Code of Conduct is signed every year. Everyone needs to update their Better Impact to 2026 and everyone on the same schedule for background checks.

6) Other Reports

- a. File structure for all Committees to save/share guidance/instructions/schedules/notes – Susie??

VMGA dues of \$20 will be paid for this year’s Intern class. This is already in the budget and the membership will start in May so that they have a full year of membership.

7) Old business/New business – Suggestions? General discussion (All) Comments from other Association members

There is discussion that each in-person Board meeting will have a Zoom component using the OWL. Reminder that the OWL is sensitive and will pick up any noise that is next to it.

Next meeting is the 2nd week in January. Annual meeting and Recertification are separate meetings. VGMA Zoom meeting is scheduled for 12/13 @10:00 AM

8) Adjournment 7:58 adjourned.

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 In Season Newsletter: Krissie Aussems Teaching Garden Photography: Harriet Carter, Kim Zell, Lynne Lanier Calendar: Janice Improta
Community Garden Grant	Special	Valerie Gaffney		Chris Flench, Rebecca Arvin-Colon, Valerie Kenyon Gaffney, Janice Rice, Jeanne Lamczyk, Janice Improta
Education/Social	Standing	Christina Hastings		Robin Finehout, Kathy Kerschner Social: Christina Education and Communication: LeAnn Strang, Janice Improta, Suzanne Kinnison
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				Amye Foelsch, Jean Meink, PamRockx, Ellen King, Jannell Bryant, Stephanie Johnson, Harriet Carter, Cathy Kubat
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, David Fuller
Red, Wite 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				Spenser 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