

By majority vote of the Board of Directors, the January meeting minutes are amended on April 21, 2026. The amended minutes are below and will be recorded.

MGPW AGENDA BOD MEETING

6:00 pm Wednesday, 14 January 2026

In-person meeting – VCE Conference Room

Order of Business

1) Call to order (Jimmie)

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 Nov. Board meeting
- c. Updated table of the committee volunteers attached
- d. Need to make changes to the November minutes and insert the correct Treasurer's report for November before they are posted online. Corrections made
- e. January minutes were approved via email vote: Jimmie Jones, Leslie Paulson, Robin Fineout, Janene Cullen, Lorraine Yake

3) Treasurer's Report/Budget (Phil)

- a. Review of 2026 budget
Nominating committee will look for auditors. Finances are ready for Audit as of 12/31. Audit is done by February. Allen is no longer doing it and we need to go and look for someone. Last year Allen and Vernell did the audit. New Treasurer is taking over. To change the banking accounts, minutes approving the New Treasurer are required. This information will be assembled from the packet of information for the annual recertification meeting in March.

Insurance for volunteers was paid. IRS – we do our own filing. Native Plant Symposium was mailed in January.

MASTER GARDNER PRINCE WILLIAM
ACTUAL VS BUDGET
DECEMBER 31,2025 PRELIMINARY

	TOTAL 2025			2025	2026	INCREASE
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>(DECREASE)</u>
<u>RECEIPTS</u>						
DONATIONS	1,615	600	1,015	1,615	600	(1,015)
TRANSFER VT	300		300	300		(300)
RESTRICTED DONATIONS	100	270	(170)	100	270	170
PLANT SALES	13,077	10,000	3,077	13,077	13,000	(77)
TOTAL RECEIPTS	15,092	10,870	4,222	15,092	13,870	(1,222)
<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)	1,908	2,100	192
PORTA JOHNS	1,845	1,760	85	1,845	1,980	135
VA SALES TAX	741	650	91	741	750	9
EDUCATION	1,900	1,800	100	1,900	500	(1,400)
SOCIAL	2,517	4,015	(1,498)	2,517	500	(2,017)
DIVERSITY					1,000	1,000
COMMUNITY OUTREACH					1,000	1,000
ADMIN TRAVEL	99	160	(61)	99	120	21
ADMIN OTHER	464	300	164	464	450	(14)
ADMIN SUPPLIES		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	646	1,500	854
SCHOLARSHIP	300	250	50	300	800	500
TOTAL DISBURSEMENTS	13,740	16,056	(2,316)	13,740	15,500	1,760
						-
SURPLUS /(DEFICIT)	1,352	(5,186)	6,538	1,352	(1,630)	(2,982)

MGPW
STATEMENT OF POSTION
as of DECEMBER 31,2025 -Preliminary

ASSETS

PNC

OPERATING CASH	20,558
MONEY MARKET	<u>12,500</u>
TOTAL PNC	<u>33,058</u>

VTF

MGPW FUNDS	2,141
RISCHELL MG COLLEGE SCHOLARSHIP	<u>213</u>
TOTAL VTF	<u>2,354</u>

DEPOSITS	200
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TOTAL ASSETS	<u><u>35,612</u></u>
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LIABILITIES

TRADE

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NETWORTH

UNRESTRICTED	34,191
RESTRICTED	<u>1,421</u>
TOTAL NET WORTH	<u>35,612</u>

TOTAL LIAB AND NET WORTH	<u><u>35,612</u></u>
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4) Member-at-Large – Harriet Carter

Absent

5) Committee Reports:

- a. Education/Social (Christina Hastings, Robin Finehout)
 - i. The committee has planned the garden celebration for May 16th.
- b. Communication Committee (Misssi, Robin & Susie)
 - i. Access to shared folders for Committee members. Anyone has tried?
 - ii. Review of mgpw.org (format, info, ease of use, appearance, whatever)?

Contact Susie if there are problems connecting to the folders and if you review the website and find issues. Over the holidays, the banner was missing. Susie has corrected this problem. Newsletter: There was discussion on whether we want to publish a public newsletter. We never had a public newsletter. For public information we use Facebook and Instagram. Erin's announcements would only be for Master Gardeners. The newsletter is available to the public because it is on the website now. WordPress has a way for public to gain access to the newsletter. Should go to the PWC website for public instead of the Master Gardener's webpage. We get good traffic for our website.

Last communication meeting wanted to advertise more such as with Meet Up. The Communications committee will discuss it with Page and staff because enrollment is down and needs to promote diversity. People are signing up for classes/events; the challenge is that people sign up but actual attendance is less than registration. Susie is not getting the information on Saturday in the Garden. Communications committee needs to get it so can get it out. Social media is up and running.

c. Teaching Garden (Leslie)

Winter is slow. Working on a new MOU. Will be asking more up front for changes.

d. VMGA (Jeanne, Leslie)

February 14th is the next meeting online. After that VMGA meetings will be in person. Master Gardeners College is set, speakers are set; registration is set. Still going to be at the same location. VMGA scholarship opportunities will be sent out as soon as possible.

e. Nominating Committee (Janene, Harriet)

- i. Review of officer candidates/nominations for BOD positions.
- ii. An email will go out regarding the audit committee

f. VCE (Thomas, Erin)

- i. Plans for Recertification 2026
- ii. Support for Native Plant Conference Feb 2026
- iii. Code of Conduct Progress

The Office is requesting financial support to hire an intern for the summer Virginia Tech. This portion would be the local unit portion toward the cost share for the intern position between VCE Administration and the Prince William Unit. It is cost sharing opportunity. The cost will be \$3,040 which

is half of the salary/fringe for the internship. If approved, Master Gardeners' funding will come from the MGPW portion of the Virginia Tech Foundation funds. Duration of the program is ~10 weeks. In prior years, we were allowed to use office funds. The intern would work at the Teaching Garden and 4H. They can also help with Best Lawns, and site visits. The decision needs to be made by the 25th.

Motion on the floor: Finance the intern position using funds from in the MG foundation line item, \$2,141.14 and the balance of \$898.86 will be provided by the MGPW Treasurer from the PNC account. Check can be made payable to the Treasurer, Virginia Tech. Funds should be taken out of the Teaching Garden line item. Seconded by Leslie. Unanimous decision to fund the Intern. Thomas will confirm that we can use the funds from Foundation.

VCE news: Trish Westenbroek is the new Best Lawns person.

6) Other Reports

Valarie sent out information about the Community Garden Grants. Only got one reply. City of Manassas and Manassas Parks schools can apply for the Garden Grant.

7) Old business/New business

Succulent project for 2026: Master Gardeners Linda Bresler and Pam Hardin from 4H are working on a succulent workshop for the PWC 4H'ers. 4H participants keep records as they learn. Lead by Linda and Pam this workshop will likely be in March and is intended as a learning opportunity for young people to get their hands dirty and learn how to grow and propagate succulents. This workshop would be at no cost to the children, and as such, Erin has requested \$100 to support this class and reimburse the purchase of succulents, pots, and soil at wholesale prices. Funding is already in the budget.

Susie: French Press write ups for the next certification meeting.

8) General discussion (All)

Tree planting project – 4H. Request for adult volunteers to help plant trees was sent out to Master Gardeners.

9) Comments from other Association members

10) Adjournment – 7:13PM

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 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				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