

JCC/W Master Gardeners Board Meeting
16 January 2009
Agenda

Present: Dave, John, Nelda, Jim, Susan, Sarah, Charlie, Pat, Jeanne
Absent: Doris, Carol

9:00

Speaker: Laura Viancour, Coordinator, Garden Programs, Colonial Williamsburg
Becky Sutton, Project Lead

Laura summarized the Reid/Shields/Meet the Gardener garden programs in 2008. Many opportunities exist for master gardeners to interact with Colonial Williamsburg guests. In addition to garden work and Meet the Gardener sessions, attendees at Farmers' Markets are invited to the Gardens where MGs are stationed to give informal tours and answer questions. While some MGs have moved on, the number of volunteers is consistent. In 2009, 40 volunteers will be needed. The requirements will remain the same (30 hours total, 20 hours in garden, and the remainder in training and attending enrichment programs.) Other interests or health issues have caused volunteers to drop out. Laura will need about six new volunteers this year. In 2008, the number of volunteers was under 40. An e-mail will be distributed, inviting applications for 2009. Applications are due by 2/11.

Laura, Larry Griffith and Wesley Greene are scheduled to train MG students as part of the class of 2009. Laura commended Becky Sutton as great to work with. Volunteers will be encouraged to focus on one area only. Laura will hold a group mtg. in February. Art will be invited to come in future years. Laura mentioned that the veggie team would move to Fridays in an attempt to increase options for keeping the gardens watered. A comment was made that due to schedule adjustments, there is a lack of competition between Reid Garden and other MG projects for the same days/time slots each week.

Hours for MGs conducting tours as part of the "Through the Garden Gate" program can be counted toward MG hours. Laura will elaborate on this during next week's meeting with CW guides.

We discussed how to count impacts. The CW demographics (total number, number of children) will be applied. Becky is our liaison, Sue Liddell has prepared a book about the Reid/Shields gardens. This book needs exposure. Dave would like to add Reid/Shields garden photos to our website.

We agreed to invite Laura and Becky back next year for an update.

9:30 - Unresolved/discussed issues from December mtg.

- **Discovery center for a demo garden: tabled for now**

- **Fund raising project – poster – defer discussion until Carol is present**

- **Chesapeake payment system** – Susan explained this as a third party service provider to accept and process credit cards, should the MGs expand their sales to the public and opt to use such a method. No further discussion needed at this time.

9:33 - Extension Agent's Discussions – Doris unable to attend the meeting

9:35 - Getting VP-Projects up to speed:

- brief review of job descriptions – **this did not take place**
- Jeanne will check to make sure she received documents sent to her
- schedule project lead mtg. – Dave stressed the importance of this mtg. in the next few weeks. The group reviewed the 2009 project chair list in conjunction with the discussion.
- Doris report: reports due to Doris are on both a fiscal year and a weekly reporting basis. The weekly report is to stress highlights.
Action items: Jeanne needs to discuss this report with Doris to determine her needs and needs to involve key project chairs. Jeanne can also speak to Rich Strenkowski as he developed a reporting system and get a perspective from Judy Hansen.
- Projects, staffing, reporting, budget – Jeanne needs to gather specific information on projects, staffing, reporting and budget (to include information on expenditures.)
- Project specific:
 - Enviroscape - stay or go (Jeanne to contact John Johnson to lead)
 - Project Vacancies:
 - Enviroscape, (see above)
 - Waterwise garden (Harriet Parsons to lead with Judy Hansen and Edith Schoenig, to co-chair)
 - Logo clothing (admin) – Susan

- Project specific issues:
- **Helpdesk:** report on helpdesk in Feb.) - table for now, involve Helen Hamilton.
- **Plant Diagnostic Clinic** - Sherry Curtis will lead - should this project report to VP-Projects or to Doris (further discuss)
- **Project write-up for Regional Jail** (we need to get this effort documented as a project and approved by MG members!) - this needs to be a priority. Stress that budget and a formal write-up are key components of new projects.

10:00 - **Contacts to those organizations we think can help us to ultimately hire an extension agent)**

Plan needs to be formulated and implemented.

Susan indicated that contacts have been made with Morningside (Linda Lucas), CDR - (Barbara), JCC Schools _____?, Eastern State, _____?, and VMGA _____?

A sample letter needs to be developed.

Barbara Watson needs to be invited to a future meeting.

10:05 -**VP-Admin:**

- **Membership - status, issues (Susan G)**

Contacted all but 15 members, no inactive contacts. Susan will distribute list, send board an annotated copy, New Kent MGs identified in blue.

Resignations: Ann Davis

Inactives: Lise Kline, Libby Hedstrom, Jacqui Winther, Ann Lorish is pending receipt of further information and Susan Powell, Board discussed that while we may want to have reasons so to make a stronger organization, we cannot make this process too restrictive. Some members may be facing economic problems,

Some issues may be Susan's call. Inactives will be encouraged to come to meetings. It is an insurance liability to have non-dues paying members work on projects.

- **Plant sale** – competing events at Walsingham and CNU on April 25. Perhaps this can be turned into a positive by cross-advertising.
- **Annual Dinner** – once around the table, quick evaluation

too much food

people left early (competing events on TV, Native Plant Society mtg.)

lack of organized program

appreciated help in clean up

note to newsletter thanking those who helped

need screen to use in slide presentations

book church for next year (January 14)

have dinner committee (board does not need to handle all)

no refunds

Sarah needs receipts

Make contribution to Church – Sarah

Adjust price of class to accommodate payment for dinner - Sarah

10:20

- **Admin Vacancies:** publicity(Carol has a name) , newsletter (Cathy Lohwater), State recorder – (still vacant)
- Project chairs need to have someone take pictures on projects to ease workload of publicity chair.

Present administration to new class, (Pat sent e-mail to Mary Liz) light duty list again was discussed

- Formation of nominating committee to replace president, VP-projects, secretary and treasurer –John will work this. Present – existing board members – can they serve again?
- Storage of MG items previously at ESH—status report Dave/church/shed OK get rid of excess , Art, Dan, John

Birdhouse – Susan has called Fenstermaker to advise that MGs cannot give birdhouses away, due to mfg. cost, we must sell them.

10:40

VP-Education:

- MG class of 09 - announcements/issues – **not discussed**
- meetings/field trips – see written report to follow
- status of hours letter/re-certification letter – move to Admin. Becomes John's responsibility

VP of Internal Education Report
1/14/09

Carol Fryer

Training Program:

The MG training class of 2009 now has 25 students. The last trainee joined the class after the first session. The application she submitted last fall was not processed, and she recently contacted Mary Liz Sadler to inquire about the start of the program.

Monthly Meetings:

The monthly speakers are scheduled through next October with the exception of July and August.

The committee will wait to hear from the Board regarding whether a monthly meeting will be scheduled for either or both of these summer months.

The committee needs to schedule the Feb. spot to showcase a project. We will try to schedule one of the newer projects – possibly the Youth program at Matoaka Elementary school.

Workshops:

The Nature of Habitat Workshop scheduled for Feb. 7th at the JCC Community Center has 15 people registered as of today. The announcement was sent out yesterday and registration via the www.eventbrite.com website has been working very smoothly. Updated attendee reports can easily be accessed and printed out as needed, and the software has the capacity to send e-mails back to the participants for registration confirmation and/or further information. This is the software program recommended by Susan Giandomenico.

We are hoping to offer a Drip Irrigation Workshop in March with Art Gustafson and Jerry Babski as the main presenters.

Incredible Edibles are planning to offer a Self-Watering Container Workshop, open to the public, in the Spring.

Field trips:

The Education Committee are meeting 1/19/09 to discuss 1-2 field trips for this year. A trip to the Virginia Zoo is in the plans after Marie Butler, horticulturist and landscape designer, speaks to us in May.

OTHER:

•The list of Board members and Project Chairs has been up-dated to date, and will be sent out again to the membership once I know whether a few of the open positions we are working on have been filled.

- *The pruning committee has received 40 requests to date for Pruning Lessons at Home. We were hoping to close registration at 25 enrollees. The committee meets 1/30/09. We will shut down registration this weekend.*

PROPOSALS: (not discussed)

1. To print up and sell a poster of the painting used by Incredible Edibles at the Farmer's Market. (see reference – p. 2 notes)
2. For the organization to consider purchasing a portable amplification system (microphone/battery pack) for use with small groups at outdoor or indoor training events.

Information on both items to be sent out prior to next BOD meeting.

Secretary: Pat

Pat reviewed list of Members needing Sunshine notes: Leanne DuBois (death of Father), Ailene Bartlett, Barbara Gustafson, Lois Enlow (surgery) and Jack Gross ??

Pat shared information on obtaining a free copy of Native Plant publication: Call Fish and Wildlife Service's Chesapeake Bay Field Ofc. In Annapolis at this number and leave a voicemail message. 410-573-4500

Treasurer: Sarah

\$3400 in account at this time

One account is to be closed, Sarah is waiting for one outstanding check to be cashed

Short on dues – 118 Members have paid to date. This is a concern.

March – list of delinquent Members will be prepared.

Re-cert letter will be targeted to go out in March

New Kent is not a budget item, New Kent members have asked what their budget is. We have 7 dues paying New Kent members. This issue needs to be worked in conjunction with VP-Projects. We need to determine what New Kent wants and why.

VMGA:

Ed committee will be developing programs around MG suggestions

1/25-30 MA Hort short course will be offered

2/4-6 gardening climate change

4/21 - LG - biennial symposium - Conserving the Commonwealth

MGC 6/18-21 - includes tours, leadership training, flowers, photo,

New handbook - summer 09- will be based more on the Maryland book and will contain colored photos

Emerald ash borer - we'll be hearing more about this

Scholarships - VMGA - are available for MG College

11:15 - **Roundtable:**

Barbara Watson to be invited to February Board mtg. John - to prepare list for B Watson. Pat will invite her, once list has been prepared.

Charlie expressed a budget issue - reserves are almost depleted and longer range budget needs to be developed. This in conjunction with lack of dues \$\$ coming in raises question as to whether fund raising and dues are able to support.

What are fund-raising goals - John, Susan, Sarah need to discuss, quarterly reviews need to be done by Sarah

We also need to examine natural attrition, spending patterns, income, outflow, and examine how projects are spending their money,

For future meetings, we need the agenda ahead of time and a time buffer at end of the mtg.

The Planning calendar was briefly discussed. Dave will look at a google calendar.

Informal discussions ended at 11:40 AM.

February Board mtg. will be held on February 20 at 9 AM in the HHS Conference Room.