

**JAMES CITY COUNTY/WILLIAMSBURG MASTER GARDENER  
ASSOCIATION BOARD MEETING  
JULY 17, 2009**

**MAJOR DECISIONS MADE:**

1. Approved the formation of a MG County Fair Committee
2. Approved the purchase of a safe deposit box.

**PRESENT:** D. Banks, J. Giffin, C. Fryer, P. Janot, L. Lucas, J. Millin, J. Pressly,  
N. Pressly, L. Wever

**VICE PRESIDENT UPDATES:**

**ADMINISTRATION, J. Giffin**

**State Records** A state recorder is still needed. There is a misunderstanding about the format and the benefits of state recording. Bulk uploading is needed to simplify the recording.

**Roster** Susan Giandomenico is working on it and an updated roster will be available soon.

**Hours Letter** A 2008 hours letter has been approved by Doris Heath. Attaching a signature remains a problem, but Dave Banks could email the letters without the signature. An email merge is needed

**Plant Sale Committee** Susan Giandomenico will form a committee of 4 to 8 people in September with approval of the board. A goal of the sale needs to be established: is it to make money, or to have a sale that represents MG effort, without outside suppliers.

**Newsletter Item** Jack Gross will write a newsletter article about the 501(c)(3) effort by the end of the month.

**Publicity** Toddy Vorhees (03) has agreed to lead the publicity effort and will work closely with project chairs.

**Associate Members** It was suggested that an associate member status may be desirable. This member would not be responsible for hours, but there may be those who would like to support MG activities in other ways, such as corporate support. Since we may need more information before proceeding it would be good to find out if the state organization has guidelines on this topic.

## **PROJECTS J. Millin**

**County Fair 2010** In an informal conversation with Project VP, the Extension Agent, Doris heath, expressed her interest in having a MG county fair project committee. She felt that the Project Chair did not have to fully participate in the ongoing meetings of the Fair Committee, but that this person should make the committee aware of the project. One of the interns, Jeanne Muller may co-chair the committees with an experienced MG. Suggestions were made and Jeanne will contact Jim Ward to see if he would co-chair. The Board approved the project. It will now go to the General Meeting for approval.

**Project Reports** Reports have been received from *Landscape Love* from Anne Nielsen, *Seeds of Learning* from John Giffin, and the *Pruning Clinic* from Carol Fryer. One is still needed from S. Curtis for the Plant Clinic. . Barbara. Gustafson will write a newsletter article on Therapeutic Gardening for the September issue. New books, specifically an Ortho book and others, are needed for the Help Desk. It was suggested that money from the reserves could be used for this purpose. Linda Wever will check the amount currently in reserves and Jeanne will estimate the amount needed to purchase books so a decision can be made at the next board meeting.

## **INTERNAL EDUCATION C. Fryer**

**Training Class 2010** A meeting with leaders of the class of 2010 is planned.

**General Meeting Programs** The August meeting will be on Butterfly Gardens by Denise Green. It was suggested that time not be taken away from the speaker's scheduled time due to business items or showcasing of projects. If extra time is needed for membership business, a project showcase will be cancelled for that month upon notice

**Upcoming Advanced Education Opportunities** John Giffin is preparing a flyer for a visit to *Brent and Becky's* on Sept. 14. A visit to the National Garden or other garden of interest is being explored.

**Risk Management Follow Up** There is follow up to the Risk Management Training on line along with copies of the forms to be signed and then sent to Carol. Sandra has a list of the members who have already signed forms. Jeremy Johnson will update.

## **OTHER BUSINESS**

**Safe Deposit Box** We will need a 3 X 5 X 25 inch box to accommodate the 501 (c) (3) approval letter from the IRS and our copy of the application. The box will cost \$32.50 the first year and \$45.00 subsequently. The president, treasurer and secretary will sign to have access and the treasurer and secretary will have keys. It was suggested that we have 20 copies made of the 501 (c) (3) approval document so that they are available when needed. It was explained that our application to the state for exemption from sales tax is separate from the federal approval and therefore requires another application. Also, the “Conflict of Interest” statement that was signed by board members for the 501 © (3) application needs to be resigned by board members each year and kept on file.

**Non Dues Paying Members** MG members who have not paid their yearly dues should receive a letter from the treasurer outlining the benefits of belonging to the Association. Those who are not up to date with earning hours should receive a letter from Susan Giandomenico letting them know how they stand on hours and suggesting projects that could use their help.

**August General Meeting** The August meeting will be on Butterfly Gardens by Denise Green as reported above.

Linda Lucas should be informed if time is needed on the agenda for the August meeting. Williamsburg Climate Action Network has asked if MG would like a presentation about the new coal plant in Virginia. It was decided that it was not an appropriate topic for the MG Association

## **PLANNING LIST ITEMS**

### **Vacancies**

Historian Pat Crowe has been asked if she would consider writing a history of the JCCW Master Gardener organization. Some work has been done, but there is more to be added. It would be good to bring our recorded history up to date as our 20th year approaches.

State Recorder This position is needed and still being sought.

Awards There is no committee at present, but Jim and Nelda Pressly and John Giffin volunteered to work on awards. Past committees have been ad hoc, but a need is recognized for a standing committee.

Reserves Task Force The new treasurer will determine how to handle this. At present the budget does not reflect a reserve fund.

Job Descriptions will be discussed at the next meeting.

**Next Meeting:** The board will not meet in August, but will meet on our regular schedule  
Sept. 18, 2009

The meeting was adjourned at 11:30

Respectfully submitted by Pat Janot  
Secretary